

On the basis of the article 63, paragraph 6, point 3 of the Law on Scientific Activity and Higher Education (Official Gazette no. 123/03, 198/03, 105/04, 174/04, 02/07, 46/07, 45/09, 63/11, 94/13, 139/13, 101/14, 60/15, 131/17); the article 40, paragraph 1, article 62, paragraph 1, number 3, and article 63 of the Statute of the University of Zagreb; the article 132, § 2, no. 6 of the Statute of the Catholic Faculty of Theology of the University of Zagreb and the article 23, paragraph 6 of the Regulations on Doctoral Studies of the University of Zagreb, issued on September 7, 2016 (cleared text), on its 5th regular session, held on February 22, 2019, the Faculty Board issued

**REGULATIONS
ON LICENTIATE AND DOCTORAL STUDY OF THEOLOGY
OF THE CATHOLIC FACULTY OF THEOLOGY
OF THE UNIVERSITY OF ZAGREB**

I. GENERAL NORMS

**Subject
Article 1**

- (1) The Regulations on Licentiate and Doctoral Study of Theology (further on: Regulations) regulate the structure and conduction of the postgraduate licentiate study (further on: licentiate study) and the postgraduate doctoral study (further on: doctoral study) at the Catholic Faculty of Theology of the University of Zagreb (further on: Faculty).
- (2) The gender exclusive terms used in the Regulations are meant in gender neutral sense and refer to both male and female genders.
- (3) When the Regulations are prescribing deadlines, these do not include non-working days that are marked in the academic calendar.

**Nature and Synchronization
Article 2**

- (1) The Licentiate and Doctoral Study of Theology is a postgraduate scientific university study.
- (2) In order to respect the ecclesiastical character of the study, the form and duration of the licentiate study (2nd cycle) and doctoral study (2nd and 3rd cycle) are synchronized with stipulations of the canon law.
- (3) The form and duration of the licentiate and doctoral study are synchronized with stipulations of the Law on Scientific Activity and Higher Education of the University of Zagreb (further on: Law), stipulations of the Statute of the University of Zagreb (further on: Statute of the University), stipulations of the Statute of the Catholic Faculty of Theology (further on: Statute of the Faculty), stipulations of the Regulations on Doctoral Studies of the University of Zagreb, and the European Credit Transfer System (ECTS).

**Characteristics and Aims
Article 3**

(1) The main characteristics of the licentiate and doctoral study are research and learning through research, internationalisation of knowledge in the scientific field of theology, transparency, international measures of quality, and international competitiveness.

(2) The aims of the licentiate and doctoral study are:

1. creating of new and relevant knowledge, insights, and practices and their application;
2. educating of researchers and experts in the humanistic area, the field of theology;
3. training licentiate/doctoral students for independent, research-oriented, interdisciplinary approach to scientific questions, for independent research, and for critical evaluation of work of others;
4. acquiring knowledge, experiences, and skills that will allow licentiates and doctors of science to approach complex ecclesiastical and social issues and challenges creatively and on the basis of research;
5. training licentiate and doctoral students to be able to conduct teaching at Catholic institutions of higher education and to hold ecclesiastical offices and perform tasks that demand academic degree of licentiate or doctorate in science;
6. increasing international recognisability of the Faculty through research in the scientific field of theology.

Bearer of the Study

Article 4

The bearer and exponent of the study is the Faculty.

II. FORM AND DURATION OF THE STUDY

Form of the Study

Article 5

(1) The Faculty structures and conducts the postgraduate study in the scientific area of humanistic sciences, field of theology.

(2) The Faculty conducts the postgraduate study through the following modules (specialisations):

1st module: *Contemporary Perspectives of the Relation between Philosophy and Theology*;

2nd module: *Conciliar Research and the Renewal of the Church*;

3rd module: *Systematic Theology Facing the Signs of the Times*;

4th module: *Ethical-Moral and Social Relevancy of Theology and the Church*;

5th module: *Ecumenical Theology and Dialogue of Religions, Worldviews, and Cultures*;

6th module: *Contemporary Pastoral Challenges between Theory and Practice*;

7th module: *The Church and Theology throughout History*.

(3) In accordance with the Strategic Plan of Scientific Research, the Faculty can restructure the existing modules and form new ones. The Faculty Board makes the decision on new modules and restructuring of the existing ones.

Duration of the Study

Article 6

(1) The Licentiate Study of Theology (2nd cycle) lasts 4 semesters (120 ECTS) and is completed after writing and defending licentiate thesis. By completing the study the

students obtains the academic degree of Licentiate in Theology (lic. theol.) in the canonical area.

(2) The Doctoral Study of Theology (2nd and 3rd cycle) lasts for 6 semesters (180 ECTS). In the canonical area it involves the obligation to obtain the academic degree of Licentiate in Theology. The study is completed after writing and defending doctoral thesis. By completing the study, the student obtains the academic degree of Doctor in Humanistic Sciences, Field of Theology (dr. sc.).

(3) The student has the right to complete his/her licentiate study (2nd cycle) in the period of five (5) years, under the conditions in which he/she was enrolled.

(4) The student has the right to complete his/her doctoral study (2nd and 3rd cycle) in the period of eight (8) years, under the conditions in which he/she was enrolled.

(5) The student who was enrolled in the doctoral study (3rd cycle) with the diploma of licentiate has the right to complete his/her doctoral study in the period of five (5) years, under the conditions in which he/she was enrolled.

(6) Before the end of the period in which the student should complete his/her study, he/she can submit a request for continuation of his/her study. Conditions for continuing the study are determined by the Faculty Board.

(7) The time periods mentioned in the paragraph 3, 4, and 5 of this article do not include the justified leave of absence.

(8) Justified reasons for approval of the extended period for completing the study from paragraphs 3, 4, and 5 of this article are period of pregnancy, maternal/paternal, parental, and adoption leave, protracted illness, and other justified and argued reasons.

(9) The student who did not complete his/her study in the appointed period of the duration of study and did not file a request to continue the study can resubmit his/her application for enrolment into the study.

III. STRUCTURE AND MANNER OF CONDUCTING THE STUDY

Form Article 7

(1) The Licentiate and Doctoral Study is structured and conducted according to the study programme and conduction plan.

(2) The study programme is formed according to canonical regulations, the Law, other legislative acts, the Statute of the University, and the Statute of the Faculty.

(3) The study programme of the licentiate and doctoral study is structured in the Croatian language.

(4) The conduction plan of teaching, formed according to the current study programme and on the proposal of the Vice-dean of science, is formed by the Faculty Board.

(5) The value of courses, seminars, and exercises, scientific-teaching activities (academic practice) and scientific-research work within the programme of the licentiate and doctoral study is expressed in terms of the European Credit Transfer System that allows mobility of students. In one year, the student enrolls, as a rule, 60 ECTS points.

(6) For the purpose of conducting the licentiate and doctoral study, the Faculty can enter into agreements on cooperation with other faculties.

(7) The decision on structuring the licentiate and doctoral study is reached by the Senate of the University of Zagreb on the proposal of the Faculty Board.

(8) A joint doctoral study with other constituents of the University of Zagreb or with constituents of other universities in the Republic of Croatia or with other universities abroad can be formed on the basis of a special agreement.

Manner of Conduction

Article 8

(1) The central component of the licentiate and doctoral study is scientific research.

(2) The programme of the licentiate and doctoral study is carried out primarily through research seminars, workshops, discussion groups, and lectures.

(3) The study programme consists of three (3) point-groups:

1. scientific-research work;
2. scientific-teaching activities (academic practice);
3. teaching.

Scientific-Research Work

Article 9

Scientific-research work consists of:

- thematic seminars in the form of workshops and discussion groups;
- research seminars;
- doctoral workshops.

Scientific-Teaching Activities

Article 10

(1) Scientific-teaching activities consist of three groups of activities:

1. First group of activities:

- publishing authored or co-authored scientific and professional articles in national or international journals (original scientific article, review article, professional article – in a1 and a2 journals or in reviewed collections);
- writing of reviews, presentations, and reflections.

2. Second group of activities:

- participating in a scientific symposium;
- presenting at an international scientific symposium;
- presenting at a national scientific symposium;
- participating in public lectures, round-table discussions;
- public lecture;
- participating in preparation of scientific symposia;
- life-long learning courses.

3. Third groups of activities:

- participating in conduction of teaching, seminars, exercises within undergraduate or graduate programme (didactic activity).

(2) The student is obliged to collect points in all three groups of scientific-teaching activities during his/her study.

Teaching Article 11

- (1) Teaching includes lectures.
- (2) Teaching is conducted in semesters.
- (3) Teaching is conducted in the form of lectures for those courses in which at least three students are enrolled. If only one or two students enrolled in a given course, teaching can be conducted in the form of consultations, or in the form of scientific and professional discussion groups.
- (4) Teaching in the form of lectures ought not, in principle, take more than 30% of the total workload of the whole study programme.

Conduction Article 12

- (1) In each year of study, students are obliged to acquire the number of points from the first, second, and third point-groups, prescribed by the study programme and conduction plan.
- (2) In agreement with his/her study advisor, the student develops his/her own plan of obligations within the study programme.
- (3) With permission of his/her study advisor, the student can take a course in another university postgraduate study (study programme) at the University of Zagreb. Elective courses outside of the Faculty are recognised as carrying the same point-value they carry within study programmes in which they are conducted.
- (4) The record of conducted scientific-teaching activities is verified by a form in each semester.
- (5) The study programme prescribes requirements for enrolling into higher years of study.
- (6) Students are obliged to acquire the number of points from the second and third point-groups prescribed by the study programme until the submission of their licentiate thesis or dissertation for defence.

Teachers Article 13

- (1) Teaching at the postgraduate study is conducted by those teachers of the Faculty who have been appointed to scientific-teaching grades or scientists appointed to teaching grades. Apart from those, teachers from other faculties and universities, as well as renowned scientists and experts, can also participate in teaching, in accordance with general regulations of the University and the Faculty.
- (2) Exceptionally, those post-docs who are also employees of the Faculty can also participate in the conduction of teaching.

IV. ADMINISTRATION AND MANAGEMENT OF THE STUDIES

Responsible Bodies Article 14

The bodies that are responsible for the administration and management of the licentiate and doctoral study are:

1. Faculty Board;
2. Board of Licentiate and Doctoral Study;
3. Vice-dean for science;
4. Director of a study module;
5. Secretariat of the postgraduate study.

Faculty Board Article 15

- (1) The Faculty Board directs the Licentiate and Doctoral Study.
- (2) In the application of these Regulations, the Faculty Board, after considering a proposal of the Board of Licentiate and Doctoral Study, carries out the following activities:
 1. adopts proposals of study programmes that are then submitted to the Senate of the University for acceptance, as well as any changes of or supplements in study programmes;
 2. adopts conduction plans and determines bearers of and participants in the realisation of courses within programmes;
 3. appoints the Board of Licentiate and Doctoral Study and directors of study modules;
 4. opens the competition for enrolment of students;
 5. determines, on the basis of the proposal of the Board, enrolment quotas, in accordance with availability of research, teaching and supervisor capacities;
 6. approves topics of licentiate and doctoral theses, appoints supervisors, appoints the committee for grading the topic of a doctoral thesis, the committee for grading and defence of the licentiate and doctoral thesis, and makes decisions regarding reports of committees;
 7. determines criteria for financing the licentiate and doctoral study;
 8. adopts the Regulations on Postdoctoral Study and any changes or supplements to it;
 9. reaches a decision on tuition fees for the licentiate and doctoral study, as well as on other fees that students have to pay during their study;
 10. decides on appeals of students for extensions of their study period;
 11. discusses and decides on other issues related to the form and conduction of the licentiate and doctoral study, if such a decision has not been entrusted to another body.

Board of Licentiate and Doctoral Study Article 16

- (1) The Board of Licentiate and Doctoral Study of the Faculty/The Committee for Postgraduate Scientific Study (further on: Board) is an expert body of the Faculty Board.
- (2) Members of the Board are the Vice-dean for science and directors of study modules.
- (3) Decisions on issues made by the Board have to be confirmed by the Faculty Board.
- (4) The Board is obliged to:
 1. ensure that meticulous records of research work and other study obligations of individual licentiate/doctoral students, including the Plan of Obligations, are kept;

2. take care of workload and successfulness of supervisors and to keep records of each individual supervisor in terms of how many licentiate/doctoral students is he/she supervising and how many have defended their licentiate or doctoral thesis;
3. take care of permanent innovation of the licentiate and doctoral programme (curriculum);
4. coordinate activities of other permanent and temporary bodies of the postgraduate study;
5. carry out self-evaluation each year;
6. propose the sum of tuition fee and other fees that are to be paid by students during their study;
7. systematically monitor quality of teaching in the study through anonymous student questionnaires or through other appropriate means;
8. write proposals of regulations and other norms of postgraduate study;
9. propose directors of study modules;
10. after the end of a cycle of study, submit the regular report on activities to the Faculty Board, including a self-evaluation in accordance with criteria prescribed by the general act of the University and, if needed, also extraordinary reports;
11. carry out other tasks in accordance with the Statute of the Faculty, decisions of the Faculty Board, and bodies of the Management of the Faculty.

(5) Sessions of the Board are held when needed. The Vice-dean for science is obliged to convene the session of the Board at the beginning of the academic year.

(6) The Board discusses issues related to the conduction of the study, in accordance with these Regulations and carries out those activities that are entrusted to it by a special decision of the Faculty Board.

(7) The Board can make decisions when there are more than half of its total number of members present at a session and it reaches decisions by majority vote of the present members.

Vice-dean for Science

Article 17

(1) The Vice-dean for science is the Director of the Study.

(2) The Vice-dean for science is responsible for his work to the Faculty Board and the Dean.

(3) The Vice-dean for science is obliged to:

1. care continuously for the postgraduate study;
2. represent and advocate for the licentiate and doctoral study in the Board of Licentiate and Doctoral Study and in the Faculty Board;
3. chair the Board of Licentiate and Doctoral Study and to undersign its decisions;
4. propose opening public competitions for enrolment;
5. carry out the teaching plan and programme;
6. determine the schedule of teaching in agreement with teachers;
7. propose appointments of supervisors;
8. hold a meeting with students in the study at least once a year;
9. propose changes to the teaching programme;
10. decide on leaves related to study obligations;
11. submit annual report on teaching within the study;

12. carry out other tasks in accordance with the Statute of the Faculty, decisions of the Faculty Board, and bodies of the Management of the Faculty.

Director of a Study Module

Article 18

- (1) Director of a study module is a teacher in a scientific-teaching grade at the Faculty.
- (2) Director of a study module is obliged to:
 1. make sure that the study programme in his/her module is conducted;
 2. take care of the manner in which the module is conducted;
 3. suggest changes to his/her module;
 4. cooperate in everything with the Vice-dean for science;
 5. cooperate with supervisors and study advisers;
 6. carry out other tasks in accordance with the Statute of the Faculty, decisions of the Faculty Board, and bodies of the Management of the Faculty.

Secretariat of the Postgraduate Study

Article 19

- (1) The Secretariat of the postgraduate study conducts professional, administrative, and general tasks of the study.
- (2) The director of the secretariat conducts the following tasks:
 - hands out information on the study and organises enrolment of students;
 - participates in the organisation and conduction of the procedure of enrolling into the study;
 - monitors records of student enrolments, financial results of the enrolment, and the use of funds, and reports to the Vice-dean of science on these matters;
 - takes care of the documentation and other acts related to the study;
 - takes care of archiving and gathering of data into the licentiate and doctoral folder;
 - compiles records of sessions of the Board of Licentiate and Doctoral Study;
 - takes care of the implementation of decisions and conclusions of the Board of Licentiate and Doctoral Study and the Faculty Board in relation to the licentiate and doctoral study;
 - informs teachers and students of the schedule of teaching and reserves rooms for classes;
 - mediates in the communication between students and teachers and students and supervisors;
 - receives and distributes official forms and licentiate and doctoral theses;
 - conducts tasks of receiving and sending mail related to the postgraduate study;
 - organises travels of teachers, supervisors, associates, and students;
 - takes care of other requirements for administrative dealings of the licentiate and doctoral study;
 - carries out other tasks in accordance with the Statute of the Faculty, decisions of the Faculty Board, and bodies of the Management of the Faculty.

Financial Dealings

Article 20

- (1) Financial dealings of the licentiate and doctoral study is conducted by the accounting office of the Faculty.

(2) Sources of funding are specified by the article 12 of the Regulations on the Doctoral Study at the University of Zagreb.

V. ENROLMENT INTO THE STUDY

Public Competition

Article 21

(1) The enrolment into the licentiate and doctoral study is carried out on the basis of a public competition. The public competition is published in daily newspapers, on the webpage of the Faculty, and on the notice board of the Faculty at least 30 days before the beginning of classes.

(2) The public competition contains the following information:

1. name of the postgraduate study;
2. enrolment requirements;
3. number of enrolment places;
4. tuition fee;
5. list of application documents;
6. deadline for submitting an application for the competition;
7. and other information.

(3) Conversation with a candidate is an obligatory constituent part of the enrolment procedure.

Enrolment Requirements

Article 22

(1) Any person who completed the integrated undergraduate and graduate philosophical-theological study and obtained the degree of master in theology (mag. theol.) or those who completed undergraduate theological study and obtained the degree of graduated theologian (dipl. theol.) is eligible to enrol into the Licentiate and Doctoral Study of Theology.

(2) A person who completed the study of theological-religious sciences and obtained the degree of master in theological-religious sciences (mag. sc. theol.-relig.) or the study of religious pedagogy and catechetics and obtained the degree of master in religious pedagogy and catechetics (mag. paed. relig. et catech.) is eligible to enrol into the postgraduate study at the Faculty only if he/she mastered the difference in contents in order to obtain the degree of master in theology (mag. theol.).

(3) Any person who obtained the academic degree of licence in theology in Croatia or abroad is eligible to enrol into the doctoral study (3rd cycle). Candidates who obtained the academic degree of licence in theology in Croatia or abroad are obliged to apply to the competition.

(4) The study programme can set additional requirements for enrolment.

(5) The study programme specifies the manner of checking whether candidates meet the set requirements.

Selection of Candidates

Article 23

- (1) Selection of candidates for the postgraduate study is conducted on the basis of consultation talks.
- (2) The consultation talk is held in front of the *ad hoc* Committee appointed by the Dean, consisting of three (3) members, and is presided by the Vice-dean for science.
- (3) The decision on a candidate's application is reached by the Faculty Board for all modules of the postgraduate study. The decision is published on the notice board and on the webpage of the Faculty.
- (4) Candidates whose applications were not accepted can submit an objection to the Dean in the period of 15 days from the day the decision has been published on the notice board of the Faculty and the webpage of the Faculty. The decision of the Dean after the objection is final.

Assistance of the Study Advisor during Enrolment

Article 24

- (1) During enrolment to the study, the *ad hoc* Committee can assign a study advisor to a student. The study advisor will assist the student in his/her study until the student has been assigned a supervisor, monitor his/her work and accomplishments, and helps him/her in compiling the plan of obligations that is archived in the documentation (licentiate or doctoral portfolio, file, folder).
- (2) Study advisor is an employee of the Faculty in a scientific-teaching grade.

Licentiate and Doctoral Folder

Article 25

- (1) Licentiate and doctoral folder is kept for each enrolled student. It contains all relevant data on the student from his/her enrolment into the licentiate and doctoral study until his/her promotion.
- (2) The director of the secretariat is responsible for gathering and archiving data in the licentiate and doctoral folder.

Study Contract

Article 26

- (1) The Faculty signs a contract on studying at one's own expense with the candidate who is admitted into the study.
- (2) The contract mentioned in the paragraph 1 of this article contains stipulations on:
 1. who the contracting parties are;
 2. financial obligations of the student;
 3. obligations related to enrolment and completion of the study;
 4. other rights and obligations relevant for completion of the study.
- (3) The contract mentioned in paragraph 1 of this article stipulates that expenses for printing doctoral thesis and diploma and other material expenses are not included in the tuition fee.
- (4) During enrolment, the student signs the statement on studying full-time or part-time.

- (5) A person obtains the status of student after signing the contract on mutual rights and obligations and delivering the proof of paying the tuition fee.
- (6) The tuition fee has to be paid before enrolling in each academic year or, upon agreement of the Vice-dean for science, in instalments.

VI. STUDENTS

Rights and Obligations of Students

Article 27

(1) Students have the following rights:

- right to consultations with the course teacher and the director of a study module, in accordance with the previously agreed upon time-table;
- right to access all relevant resources of the Faculty (Library, Internet);
- right to do exams in agreement with the course teacher;
- right to a supervisor for writing licentiate and doctoral theses;
- right to request change of the supervisor or topic of licentiate and doctoral theses; this request has to be submitted in the written form and the current supervisor has to submit his/her opinion as well; on the proposal of the Board of Licentiate and Doctoral Study, the decision on the matter will be reached by the Faculty Board;
- right to have exam and other teaching material adapted in relation to the number of student's working hours, the number of teaching hours, and exam literature;
- right to freely express opinion on the licentiate and doctoral study and to give suggestions how to improve the study;
- right to be treated by all teachers and staff of the licentiate and doctoral study in accordance with the Ethical Code of the University of Zagreb and the Faculty;
- right to leave of absence, in accordance with these Regulations;
- other rights proscribed by the law and other general acts of the University and the Faculty.

(2) Students have the following obligations:

- obligation to regularly attend classes they enrolled into, to actively participate in them, and to fulfil all obligations set by the conduction plan and programme;
- obligation to submit annual report on their work to the Board;
- obligation, prior to the doctoral defence, to have one article published or accepted for publication in a renowned international or national scientific journal for the scientific area of science in which the student's doctoral thesis is written and the article needs to be thematically related to the student's doctoral research;
- obligation to ensure funds for paying the study expenses;
- obligation to uphold rules of the Ethical Code of the University of Zagreb and the Faculty;
- other obligations proscribed by the law and the general act of the University or the Faculty.

Leave of Absence

Article 28

(1) The student has a right to leave of absence:

1. in the period of exercising rights related to the protection of parenthood (maternal, parental, or adoption leave);
 2. during a sick leave that lasts longer than three months;
 3. in other justified circumstances proscribed by the law, collective contract, or the general act of the Faculty.
- (2) The student is obliged to submit a request for leave of absence with all documentation in the period of 30 days from the day a reason for taking the leave of absence appeared.
- (3) The Faculty Board will reach the decision on the request, after the Vice-dean for science expresses his/her opinion.

Termination of the Status of Student **Article 29**

The status of student terminates:

1. with the completion of the study or expiration of the duration of the study set by these Regulations;
2. with enrolling out of the study;
3. with non-payment of the tuition fee or other fees in the period proscribed by the contract on studying;
4. in the case the student has not passed an exam three times;
5. if the Board has expressed the negative opinion in two annual reports on work;
6. with the expulsion on the basis of a disciplinary decision after the procedure proscribed by the general act of the Faculty has been carried out;
7. in other circumstances proscribed by the general act of the Faculty.

Exams **Article 30**

- (1) Exams are written, oral, or written and oral. The form of exam is determined by the conduction plan.
- (2) Exam is held by the course teacher or another teacher who has been appointed into a scientific-teaching grade or by another distinguished scientist and expert, as determined by the conduction plan of teaching.
- (3) Success at an exam is graded by the following grades: excellent (5), very good (4), good (3), sufficient (2). The failing grade is insufficient (1).
- (4) Exams and other tasks through which the student acquires ECTS points are recorded in a special protocol.
- (5) The student can take the exam in the same course three times at most. If the student does not successfully pass the exam in the third attempt, he/she forfeits his/her right to study.
- (6) The student who failed an exam has the right, if requested, for the exam to be held next time by another teacher in the module.

Recognition of an Exam **Article 31**

- (1) Acquired number of ECTS points can be recognised in cases of those students who followed courses and passed exams at another institution of higher education in the country or abroad and whose value is expressed in ECTS points for individual courses.

(2) For those students who followed course and passed exams at another institution of higher education in the country or abroad but whose value is not expressed in ECTS points for individual course, the recognition of points is estimated for each course separately.

(3) The estimation of acquired points, mentioned in the paragraph 2 of this article, is carried out by the Vice-dean for science in cooperation with the supervisor or study advisor.

(4) Students can file a complaint against the decision on the recognition of acquired points in the period of 15 days from the day the decision has been published. The decision of the Dean on the matter is final.

Transfer from Another Scientific University Study Programme

Article 32

(1) Students who completed a licentiate study at another institution of higher education have the right to enrol into the doctoral study (3rd cycle) at this Faculty, under the condition that they acquired the proscribed number of ECTS points in an equivalent study programme.

(2) If, according to the estimation of the Vice-dean for science, the student acquired a smaller than the proscribed number of ECTS points, the decision of the Faculty Board obliges him/her to bridge the difference in the ECTS points by taking part in additional obligations in the programme of licentiate and doctoral study.

(3) The student can file a complaint against the decision on the right to transfer in the period of 15 days after the decision has been published. The decision of the Dean on the matter is final.

Transfer from a Postgraduate to a Specialised Study Programme

Article 33

(1) A person who completed a postgraduate specialised study in the field of theology at this Faculty or at another theological faculty with the average grade of at least 4,0 and who has working knowledge of two foreign languages so that he/she can use literature in those languages, can be allowed to enrol into the third semester of the licentiate study.

(2) A candidate is obliged to apply to the public competition.

(3) The decision on enrolment is reached by the Faculty Board, after it has considered the proposal of the Vice-dean of science. The vice-dean for science checks whether all requirements have been fulfilled and determines the number of ECTS points the student has acquired for the scientific-teaching and scientific-research part of the study.

(4) The decision on enrolment will also contain information on whether the candidate has to follow some specific courses in a study module.

Licentiate Exam

Article 34

(1) Students who are enrolled in the doctoral study of theology (2nd and 3rd cycle) need to submit a graded research licentiate thesis and pass the licentiate exam before the topic of their doctoral thesis could be graded.

(2) The research licentiate thesis is a written thesis composed on the basis of the scientific method. It can become a part of doctoral research. It contains at least 60 pages of text (excluding abstracts, keywords, and literature list) and it is graded by the supervisor and

one other teacher (two supervisors and a teacher) who teaches in the module. The submission of the topic of research licentiate thesis, appointment of the supervisor, and the graphic outlook of the thesis are the same as for the licentiate thesis. The graded research licentiate thesis has to be submitted to the secretariat of postgraduate study before taking the licentiate exam.

(3) The licentiate exam is an oral exam held by the licentiate exam committee which consists of the supervisor and two teachers (two supervisors and one teacher), who teach at the study programme. The exam committee is appointed by the Dean. Theses and obligatory literature for the licentiate exam is set by the supervisor/supervisors in cooperation with the director of the study module in the application for the exam.

VII. SUPERVISION

Supervisor Article 35

(1) A person can be appointed as a supervisor if he/she has/is:

1. appropriate scientific-teaching and scientific-research competencies, has been appointed to a scientific-teaching grade, and conducts teaching at the Faculty;
2. appropriate scientific-teaching and scientific-research competencies, has been appointed to a scientific-teaching grade, and conducts teaching in another university study, only if there are justified reasons for it;
3. appropriate scientific-research competencies, appointed to a scientific grade, only required due to the specificity of the topic of research, i.e. licentiate or doctoral thesis of the specific student.
4. *professor emeritus*.

(2) The supervisor cannot be a person with whom the student is in family, business, or some other relation, due to the conflict of interests.

(3) The supervisor is appointed by the Faculty Board.

(4) The supervisor is obliged to fulfil all supervisory obligations until the completion of the grading procedure and the defence of the licentiate or doctoral thesis, or until the student has enrolled out of the study, or the decision on changing supervisor has been reached.

(5) The decision on changing the supervisor is reached by the Faculty Board on the basis of an argued request by the student or the current supervisor.

(6) For the purpose of quality assurance of the licentiate or doctoral thesis, two (2) supervisors can be appointed, if the interdisciplinary nature of research or other justified reasons demand it. In the case where two (2) supervisors have been appointed, who are also members of certain committees on the basis of their supervision, as proscribed by these Regulations, these committees consist of five (5) members.

(7) Before taking the duty of supervision for the first time, each supervisor ought to attend the supervision workshop that is organised by the University or other recognised international bodies, or the Faculty.

(8) A supervisor who is not an employee of the Faculty has to sign a contract on cooperation with the Faculty and on assuming the responsibility.

(9) A teacher at the Faculty can be a supervisor at another university only if the Faculty has given him/her a permission.

(10) A person who has been appointed as a supervisor and retires in the course of it, has the right to complete the supervision.

Obligations of Supervisors **Article 36**

(1) Supervisor:

- introduces the student into literature and methodology of scientific-research work;
- helps, cooperates with, and monitors the student in his/her scientific and research work and in his/her selection and conduction of scientific-teaching activities;
- encourages the student to participate in scientific projects;
- monitors the quality of student's scientific work and the advancement of the student through reports of the supervisor;
- helps the student in selecting the topic of licentiate and doctoral thesis, as well as in preparing the public defence of the doctoral thesis;
- supervises the student in writing the licentiate and doctoral thesis.

(2) If there are more than one supervisor, each of them assumes the responsibility for a previously agreed upon part of the research and writing of the licentiate or doctoral thesis. Regulations on supervision hold also for cases of double supervision.

(3) In their mutual relations, the student and the supervisor are bound by regulations of the Ethical Code of the University of Zagreb and the Faculty.

VIII. LICENTIATE THESIS

Licentiate Thesis **Article 37**

(1) The licentiate thesis is a public, original, and independently written scientific work.

(2) The licentiate thesis can be written in Croatian language or in some other world language.

(3) The title, abstract, and keywords of the licentiate thesis have to be composed, apart from the original language, in Croatian language and English language. The abstract has to explain the aim of the thesis, method of research, results, and conclusions.

(4) The graphic outlook of the licentiate thesis is proscribed by the Faculty. The licentiate thesis has to be written in accordance with the Directions on Writing the Licentiate Thesis.

(5) The licentiate thesis has to be defended, at the latest, in the period of five (5) years after the student has enrolled in the first (1st) semester. Exceptionally, the Faculty Board can extend the period in which the thesis has to be defended.

Submission of the Topic of the Licentiate Thesis **Article 38**

(1) The topic of a licentiate thesis has to be submitted before the end of the third (3rd) semester.

(2) The topic of a licentiate thesis is submitted via the form provided by the Faculty.

(3) Submission of the topic of a licentiate thesis contains basic info from the resume, the explanation of the topic, and the opinion and approval of the supervisor.

(4) The explanation of the topic contains:

1. the title of the topic;
2. the outline of the topic with attached literature list (a description of what has been published on the topic, especially dilemmas and controversies, as well as an explanation of why the topic has been proposed for research);
3. the description of aims of research (hypotheses or a description aims of research that allow an evaluation of scientific justifiability of the work, as well as a description of expected results);
4. the plan and method of work (if the method is empirical, it has to contain the definition of the population or describe the apparatus or other tools that will be used);
5. the literature list.

(5) The approval of the Ethical Committee of the Faculty has to be submitted with the topic of the licentiate thesis if research is carried out on human beings or children.

(6) The form of the Faculty is submitted to the Secretariat of the postgraduate study in the digital and written form that have been signed by the student and the supervisor.

Approval of the Topic of the Licentiate Thesis

Article 39

(1) The submitted topic of a licentiate thesis needs to be approved by the Faculty Board.

(2) If the Faculty Board approves the submitted topic, the student is appointed with a supervisor.

(3) If the Faculty Board does not approve the submitted topic, the student has a right to submit a new topic by following the same procedure in the period of one year from the day he/she received the decision of the Faculty Board.

(4) The student has the right to drop the approved topic once (1), if he/she can submit a description of objective circumstances that prompted him/her to do so. The student has the right to submit a new topic, provided he/she has the approval of his/her supervisor.

(5) The decision of the Faculty Board on approval of the topic and supervisor is delivered to the supervisor and the student.

Request for Grading and Defence of the Licentiate Thesis

Article 40

(1) The applicant has to submit his/her licentiate thesis for grading, after he/she has fulfilled all requirements set by the study programme.

(2) Apart from the request for grading, the applicant needs to submit five (5) copies of his/her licentiate thesis to the Secretariat of the postgraduate study.

Supervisor's grade of the Licentiate Thesis

Article 41

The supervisor of the licentiate thesis presents his/her grade of the licentiate thesis to the Faculty Board, using the form provided by the Faculty.

Deciding on the Supervisor's Grade of the Licentiate Thesis

Article 42

On its first session afterwards, the Faculty Board reaches the decision on accepting or not accepting the grade of the licentiate thesis.

Committee for the Defence of the Licentiate Thesis

Article 43

- (1) If the Faculty Board accepts the thesis on the basis of the proposal of the supervisor, it will appoint the Committee for the Defence of the Licentiate Thesis and invite the applicant to attend the oral part of the defence.
- (2) The Committee for the Defence of the Licentiate Thesis consists of those teachers whose scientific, i.e., professional activity corresponds with the area of the licentiate thesis of the applicant.
- (3) At the same time when the Faculty appoints the Committee for Grading the Licentiate Thesis, it also publishes the title and the abstract in Croatian and English languages on the website of the Faculty.
- (4) The Committee for the Defence of the Licentiate Thesis consists of three (3) or five (5) members (depending on the number of supervisors).
- (5) The members of the Committee for the Defence of the Licentiate Thesis have to be previously appointed to at least the scientific-teaching or artistic-teaching grade of assistant professor, or to the equivalent grade, if a given member of the Committee obtained his/her grade abroad.
- (6) The President of the Committee for the Defence of the Licentiate Thesis cannot be the supervisor of the applicant.
- (7) The Members of the Committee for the Defence of the Licentiate Thesis cannot be persons who are in conflict of interests in relation to the applicant or the thesis.

Procedure of the Defence of the Licentiate Thesis

Article 44

- (1) The defence of the licentiate thesis is public.
- (2) At the beginning of the defence, the President of the Committee for the Defence of the Licentiate Thesis presents the resume of the applicant and information on his/her thesis, as well as the opinion and grade of the supervisor.
- (3) After the presentation of the President of the Committee for the Defence of the Licentiate Thesis, the applicant will present contents of his/her thesis in 20 minutes. After the presentation of contents of the thesis, the members of the Committee will ask the applicant questions related to contents of the licentiate thesis. After the applicant has given his/her replies to questions of the Committee, the president can invite those in attendance to ask the applicant further questions, after which he will conclude the discussion on the licentiate thesis. After that, the Committee will decide on the grade.
- (4) The Committee for the Defence of the Licentiate Thesis reaches the decision on the defence of the licentiate thesis by majority vote and the decision is immediately made public.
- (5) Possible grades at the defence are the following: *rite*, *cum laude*, *magna cum laude* i *summa cum laude*.
- (6) The licentiate thesis can be defended only once.

Record on the Defence of the Licentiate Thesis

Article 45

- (1) A record on the defence of the licentiate thesis has to be written and signed by the members of the Committee on the Defence and the recording secretary. The director of the secretariat conducts the task of the recording secretary.
- (2) The record on the defence of the licentiate thesis is written in the Croatian language and the language in which the thesis is defended.

Completion of the Licentiate Study

Article 46

When the Committee for the Defence of the Licentiate Thesis decides that the applicant has successfully defended his/her licentiate thesis, the applicant has completed his/her licentiate study (2nd cycle; 120 ECTS).

Archiving the Licentiate Thesis

Article 47

The licentiate thesis is archived in the library and the archive of the Faculty in the written form.

IX. DOCTORAL THESIS

Doctoral Thesis

Article 48

- (1) The doctoral thesis is a public, original, and independent written work, subject to public scientific evaluation and subsequent publication.
- (2) It is possible to limit the public character of the doctoral thesis in exceptional cases and according to the article 19 of the Regulations on Doctoral Study of the University of Zagreb.
- (3) The doctoral thesis can be written in the Croatian language or in some other world language.
- (4) The title, abstract, and keywords of the doctoral thesis have to be written in the language in which the thesis has been written, in the Croatian language, and in the English language. The abstract needs to provide information on the aim of the thesis, methods of research, results, and conclusions.
- (5) The graphic outlook of the doctoral thesis is proscribed by the University. The doctoral thesis has to be written in accordance with the Guidelines on Writing the Doctoral Thesis.

Submitting the Topic of the Doctoral Thesis

Article 49

- (1) The doctoral student starts the procedure of approval of the topic of his/her doctoral thesis by submitting the application until the end of the fifth (5th) semester at the latest.
- (2) The application contains: general information on the doctoral student, resume, list of publications of the doctoral student, title of the proposed topic, information on the

proposed supervisor and his/her competencies, description of the topic and expected original scientific contribution of the proposed study, estimation of costs of research and statement that the doctoral student did not submit the same topic at another study programme at the University or at another university.

(3) The topic of the doctoral thesis is submitted by using a form provided by the University.

(4) Apart from the topic of the doctoral thesis, the student's application needs to contain the approval of the Ethical Committee of the Faculty, if the research is conducted on people or children.

The Committee for Grading the Topic of the Doctoral Thesis Article 50

(1) The Faculty Board appoints the committee consisting of three (3) or five (5) members for grading the topic of a doctoral thesis and for proposing the supervisor.

(2) The proposed supervisor cannot be the president of the Committee for Grading the Topic.

(3) At least one member of the Committee for Grading the Topic is not an employee of the Faculty.

Grade, Defence, and Approval of the Topic of the Doctoral Thesis Article 51

(1) The submitted topic is defended publicly, in front of the Committee for Grading the Topic and in front of the proposed supervisor, other doctoral students, and interested audience.

(2) The Committee for Grading the Topic of the Doctoral Thesis is obliged to compose the report on the submitted topic in the period of three (3) months since it was appointed.

(3) The date of the defence is determined by the Committee for Grading the Topic. The date of the defence is announced on the notice board of the Faculty.

(4) The Committee composes the protocol on the defence of the topic of the doctoral thesis.

(5) The Committee submits the report on the topic of the doctoral thesis and the protocol on the defence to the Faculty Board. The report contains the grade of the Committee on the submitted topic and, if the grade is positive, the proposal on the supervisor who ought to be appointed.

(6) On the basis of the positive report of the Committee and the protocol on the defence of the topic, the Faculty Board approves the topic of the doctoral thesis and appoints the supervisor.

Request for Grading the Doctoral Thesis Article 52

(1) The doctoral student submits a request for grading his/her doctoral thesis and his/her doctoral thesis in the printed and electronic form to the secretary of the postgraduate study. This ought to be submitted together with the written opinion and grade of the supervisor.

(2) Before the procedure for grading the thesis can start, it has to be determined if the doctoral student has fulfilled all his/her duties set by the programme of the study.

Procedure for Grading the Doctoral Thesis

Article 53

- (1) The Faculty Board decides on the request for grading the doctoral thesis.
- (2) The Faculty Board appoints the Committee for Grading the Doctoral Thesis that consists of three (3) or five (5) members. At least one (1) member of the Committee cannot be an employee of the Faculty.
- (3) The members of the Committee for Grading the Doctoral Thesis have to be appointed to at least the scientific-teaching or artistic-teaching grade of assistant professor or to the grade of scientific associate or to an equivalent grade, if a member of the Committee obtained his/her grade abroad.
- (4) The supervisor is a member of the Committee for Grading the Doctoral Thesis, but he/she cannot be its President.

Report on and Grade of the Doctoral Thesis

Article 54

- (1) The Committee for Grading the Doctoral Thesis is obliged to submit a written report with the grade of the doctoral thesis in the period of three (3) months after it has been appointed. The President of the Committee for Grading the Doctoral Thesis prepares the report on the basis of gathered written opinions of members of the Committee, while the report is signed by all members of the Committee. Each member of the Committee has the right to submit a separate grade.
- (2) At the same time when the Committee for Grading the Doctoral Thesis is appointed, the University publishes the title and abstract of the thesis in Croatian and English language on the web page of the University.
- (3) Members of the Committee for Grading the Doctoral Thesis and all who are entitled to read the doctoral thesis are obliged to handle data and insights of the thesis confidentially until the grade has been made public, in order to protect the scientific contribution of the doctoral thesis and intellectual property.
- (4) In its report the Committee for Grading the Doctoral Thesis proposes:
 1. acceptance of the doctoral thesis with an explicit statement on achieved original scientific contribution, or
 2. further work on the doctoral thesis and final grading, or
 3. rejection of the doctoral thesis, after which the doctoral student loses the right to obtain the doctoral degree at the Faculty.
- (5) The explanation from the paragraph 4 of this article is a constituent part of the report.

Deciding on the Report on the Doctoral Thesis

Article 55

- (1) On its first session after the end of the deadline mentioned in the article 54 of these Regulations, the Faculty Board will discuss the report on the grade of the doctoral thesis and written observations on it that have been submitted until the day when the session is being held.
- (2) The Faculty Board can accept the doctoral thesis only if such an outcome has been proposed by the majority of the members of the Committee.

Committee for the Defence of the Doctoral Thesis

Article 56

- (1) If the Faculty Board accepts the doctoral thesis on the basis of the proposal of the Committee for Grading the Doctoral Thesis, it will appoint the Committee for the Defence of the Doctoral Thesis and invite the candidate to attend the oral defence.
- (2) As a rule, the Committee for the Defence of the Doctoral Thesis consists of the members of the Committee for Grading the Doctoral Thesis.
- (3) The supervisor if a member of the Committee for the Defence of the Doctoral Thesis, but he/she cannot be its president.

Determining the Defence of the Doctoral Thesis

Article 57

- (1) The Dean determines the day and place of the defence of the doctoral thesis.
- (2) The defence of the doctoral thesis has to be held at the latest two (2) months from the day when the Faculty Board accepted the doctoral thesis.
- (3) The defence of the doctoral thesis has to be held in one of the rooms at the Faculty. In the case of joint or co-authored doctoral theses, the defence can be held at another university. The procedure for such defences is determined by a special protocol.
- (4) The Dean publishes the notice on the defence of the doctoral thesis, accompanied by information on the candidate, topic of the thesis, time and place, at the latest eight days before the defence will be held.
- (5) If the candidate does not attend the defence on the date mentioned in paragraph two of this article without a justified reason, on the proposal of the Committee for the Defence of the Doctoral Thesis, the Dean stops the procedure and gives the thesis back to the candidate.

Procedure of the Defence of the Doctoral Thesis

Article 58

- (1) The procedure of the defence of the doctoral thesis is public.
- (2) The President of the Committee for the Defence of the Doctoral Thesis opens the procedure of the defence, presents general information on the candidate, results of his/her study, doctoral research, and the grade of the report on the basis of which the Faculty Board accepted the doctoral thesis.
- (3) After the report of the President of the Committee, the candidate will present contents of his/her doctoral thesis and conclusions he/she reached in the doctoral thesis in the period of 30 minutes.
- (4) After the presentation of the candidate the members of the Committee will pose questions and objections to him/her. They can also ask for clarifications related to the doctoral thesis and the oral defence.
- (5) The candidate is obliged to reply to questions posed by the members of the Committee and to provide clarifications.
- (6) When the Committee decides that the subject of the defence has been sufficiently discussed, the President of the Committee announces that the defence has ended and the Committee withdraws to further discussion and deciding by voting in private.

- (7) The Committee reaches the decision on whether the candidate has defended his/her doctoral thesis by a majority vote.
- (8) The grade at the defence can be *rite, cum laude, magna cum laude* and *summa cum laude*.
- (9) The President of the Committee announces publicly the decision of the Committee.
- (10) The doctoral thesis is defended only once.

Protocol on the Defence of the Doctoral Thesis

Article 59

- (1) The protocol is being composed on the defence of the doctoral thesis and it is signed by members of the Committee for the Defence and the protocol secretary. The task of the protocol secretary is conducted by the director of the secretariat.
- (2) The protocol on the defence of the doctoral thesis is composed in the Croatian language and in the language in which the thesis is defended.

Completion of the Doctoral Study

Article 60

When the Committee for the Defence of the Doctoral Thesis decides that the candidate has successfully defended his/her doctoral thesis, the candidate has completed his/her doctoral study.

Publication and Archiving of the Doctoral Thesis

Article 61

- (1) The doctoral thesis needs to be submitted to the University in bounded and digital form at the latest 30 days after the defence.
- (2) The doctoral thesis is archived in the National and University Library, the Archive of the University, and the Library and Archive of the Faculty in the written form.
- (3) One copy of the published dissertation in the bounded form has to be sent to the Congregation for Catholic Education. In the spirit of communion and cooperation, one copy is submitted to all theological faculties in the Church in Croatia.

X. PROMOTION AND DIPLOMA

Diploma of Licentiate in Science

Article 62

- (1) The licentiate student acquires rights of licentiate in science, envisaged by the work law, on the day he/she has successfully defended his/her licentiate thesis. He/she acquires full rights of academic degree and diploma by giving an oath at the promotion. Students who enrolled into the doctoral study (180 ECTS) acquire rights of licentiate in science, envisaged by the work law, on the day they have successfully passed the licentiate exam. They acquire full rights of academic degree and diploma by giving an oath at the promotion.
- (2) In the period of 30 days from the day of defending his/her licentiate thesis, i.e., passing the licentiate exam, the licentiate needs to fill out the form for the promotion.

(3) The licentiate diploma is handed over by the Dean on the Day of the Faculty in the act of promotion at which the licentiate is obliged to attend personally or by proxy who has to have the degree of licentiate in science himself/herself.

(4) The diploma of licentiate in science and other documents that are issued in accordance with these Regulations are public documents. They are issued on the prescribed form in Croatian and Latin languages.

Diploma of Doctorate in Science

Article 63

(1) The doctoral student acquires rights of doctor in science, envisaged by the work law, on the day he/she has successfully defended his/her doctoral thesis. He/she acquires full rights of academic degree and diploma by giving an oath at the promotion and by being inscribed in the book of doctors in science.

(2) In the period of 30 days since the day of defending his/her doctoral thesis, the doctoral student needs to fill out the university form for promotion to the degree of doctor in science and to submit bounded doctoral thesis and electronic version of it for the publication on the web page of the University.

(3) The doctoral diploma is handed over by the Rector at the official promotion at which the doctoral student is obliged to attend personally or by proxy who has to have the degree of doctor in science himself/herself.

(4) The diploma of doctorate in science and other documents that are issued in accordance with these Regulations are public documents. They are issued on the prescribed form in the Croatian language. If requested, the diploma can be issued in the Latin language as well.

XI. QUALITY ASSURANCE OF THE STUDY

Manner of Quality Assurance of the Study

Article 64

(1) The Board of Licentiate and Doctoral Study regularly conducts self-evaluation on the basis of reports of supervisors and licentiate/doctoral students. On the basis of this, it submits the report on work to the Faculty Board on the form of the University and the Faculty.

(2) Reports of self-evaluation are submitted in the process of re-accreditation in the ecclesiastical and civil area.

(3) In the self-analysis and evaluation of the licentiate and doctoral study, the Board of Licentiate and Doctoral Study applies the following criteria: scientific production of teachers, licentiate and doctoral students, teaching, relevancy and quality of licentiate and doctoral theses, statistical indicators of duration of study, statistical indicators of annual number of new licentiates and doctors in relation to the number of licentiate and doctoral students, realised international cooperation, and employability of licentiates and doctors in science.

XII. WITHDRAWAL OF ACQUIRED ACADEMIC DEGREE

Procedure of Withdrawal

Article 65

- (1) Academic degrees of licentiate and doctor in science can be withdrawn if it has been determined that they have been acquired contrary to prescribed requirements for their acquisition or if plagiarism has been determined, or a procedure of research that is contrary to ethical principles.
- (2) The procedure of withdrawal of an academic degree obtained at the Faculty is initiated by the Faculty Board by official duty or on the request of interested parties.
- (3) When the Faculty Board receives a request for initiating the procedure of withdrawal of the academic degree, it appoints a committee that consists of three (3) members. It is advisable that the members of the committee hold the scientific-teaching grade of full professors.
- (4) A person who has been a member of the committee in the procedure in which the bearer of the academic degree obtained his/her academic degree whose withdrawal is requested, cannot be appointed to the committee mentioned in paragraph 3 of this article.
- (5) The committee mentioned in paragraph 3 of this article is obliged to submit its opinion on whether there are grounds for initiating the requested procedure of withdrawal of the academic degree in the period of two (2) months.
- (6) The Dean of the Faculty delivers the written opinion of the expert committee mentioned in paragraph 3 of this article to the person who requested the initiation of the procedure and to the bearer of the academic degree against whom the procedure was initiated, with the notice that they have 30 days to submit their written statement.

Deciding on the Report

Article 66

- (1) After receiving the statement of the person who initiated the procedure and the person who's degree is being contested or after the end of the period mentioned in the article 65, paragraph 5 of these Regulations, the Dean will convene the session of the Faculty Board in order to discuss and decide on the proposal to withdraw the academic degree.
- (2) The person who initiated the procedure and the bearer of the academic degree that is being contested are invited to the session of the Faculty Board.
- (3) If the Faculty Board decides that there is a basis for withdrawing the academic degree of licentiate in science, it will make the decision to withdraw the academic degree of licentiate in science from the bearer of the degree.
- (4) If the Faculty Board decides that there is a basis for withdrawing the academic degree of doctor in science, it will issue the request to the responsible body of the University that the academic degree of doctor in science should be withdrawn from the bearer of the degree.

XIII. TRANSITORY AND FINAL NORMS

Deadlines for the Completion of the Study

Article 67

- (1) The norms of these Regulations on deadlines of the *completion of the Licentiate and Doctoral Study* apply to students who enrolled into the postgraduate study in the academic

year 2016/2017 and to those who were allowed to transfer to the study programme *Licentiate and Doctoral Study of Theology*, approved by the Senate of the University of Zagreb on October 11, 2016.

(2) Students who enrolled into the study earlier in relation to the paragraph 1 of this article have the right to complete their study in the manner and in accordance with deadlines prescribed at the time when they enrolled into the study.

Application of General Acts

Article 68

In all other matters not regulated by these Regulations, the norms of the Regulations on Doctoral Studies of the University of Zagreb (cleared text), general acts of the Faculty, and norms of the general canon law apply.

Interpretation of the Regulations

Article 69

The Faculty Board is responsible for interpretation of these Regulations.

Entry into Force

Article 70

(1) These Regulations enter into force on the eighth (8th) day after they have been published on the notice board and the webpage of the Faculty.

(2) The norms of these Regulations apply to all students who enrolled in the academic year 2016/17 and to those who were allowed to transfer to the study programme *Licentiate and Doctoral Study of Theology*, approved by the Senate of the University of Zagreb on October 11, 2016.

(3) To students who enrolled into the Postgraduate University Study of Licentiate and Doctorate of the Catholic Faculty of Theology of the University of Zagreb before the academic year 2016/2017, the norms of the Regulations on Postgraduate University Study of Licentiate and Doctorate of the Catholic Faculty of Theology of the University of Zagreb, issued on July 15, 2013, apply.

Application of Forms

Article 71

(1) Forms are an addition to these Regulations and their use is regulated by the Regulations.

(2) Forms are available in the Secretariat of the Postgraduate Study and on the webpage of the Faculty.

Class:

Archive Number:

Zagreb, 2019.

The Regulations have been published on the notice board 2019.

List of all forms added to these Regulations:

- 1st Form LIC. SC. 01 – Request for the approval of the topic of the licentiate thesis
- 2nd Form LIC. SC. 02 – Decision on the approval of the topic of the licentiate thesis
- 3rd Form LIC. SC. 03 – Grade of the licentiate thesis
- 4th Form LIC. SC. 04 – Request for the approval of the defence of the licentiate thesis
- 5th Form LIC. SC. 05 – Protocol and Record of the defence of the licentiate thesis
- 6th Form LIC. SC. 06 – Request for changing the topic and/or supervisor
- 7th Form LIC. DR. SC. 01 – Request for the approval of the topic of the research licentiate thesis
- 8th Form LIC. DR. SC. 02 – Decision on the approval of the research licentiate thesis
- 9th Form LIC. DR. SC. 03 – Grade of the research licentiate thesis
- 10th Form LIC. DR. SC. 04 – Request for the permission to take the licentiate exam
- 11th Form LIC. DR. SC. 05 – Record of the licentiate exam
- 12th Form LIC. SC. 07 – Request for the promotion to licentiate in science
- 13th Form DR. SC. 01 – Application of the topic of the doctoral thesis
- 14th Form DR. SC. 02 – Grade of the topic of the doctoral thesis
- 15th Form DR. SC. 03 – Decision on the approval of the topic of the doctoral thesis
- 16th Form DR. SC. 04 – Annual report of the doctoral student
- 17th Form DR. SC. 05 – Annual report of the supervisor
- 18th Form DR. SC. 06 – Request for changing the topic and/or supervisor
- 19th Form DR. SC. 07 – Request for the postponement of the public discussion
- 20th Form DR. SC. 08 – Guidelines for formatting the doctoral thesis
- 21st Form DR. SC. 09 – Annual report on the work in the study
- 22nd Form DR. SC. 10 – Report on the grade of the doctoral thesis
- 23rd Form DR. SC. 11 – Protocol of the defence of the doctoral thesis
- 24th Protocol of application of the licentiate thesis
- 25th Guidelines for formatting the licentiate thesis
- 26th Protocol of application of the doctoral thesis