

HELLENIC MEDITERRANEAN UNIVERSITY

Department of Electrical and Computer Engineering

Doctoral Studies Program

Operating Regulations

(May 2019 – Official English Translation)

Article 1 – General Principles

The present Regulation sets out the structure and operational rules of the Doctoral Studies Program of the Department of Electrical and Computer Engineering of the Hellenic Mediterranean University. Doctoral studies aim at the advancement of original scientific research and lead to the award of a Doctoral Diploma (PhD). The Doctoral Diploma constitutes an academic title certifying the conduct of original scientific research and the substantial contribution of its holder to the advancement of knowledge in the respective scientific field.

Article 2 – Legal Framework of the Doctoral Studies Program

The Doctoral Studies Program is organized and operates in accordance with the provisions of Law 4485/2017 and the applicable legislative and regulatory framework in force at any given time.

Article 3 – Procedure for Submission of Application for the Preparation of a Doctoral Dissertation

Once per academic year, faculty members and those entitled to supervise doctoral candidates submit proposals of indicative doctoral dissertation topics, accompanied by documentation of originality and presentation of required resources and funding sources where applicable. The Department announces positions of Doctoral Candidates per thematic area. Alternatively, individual candidacies may be submitted during the academic year subject to the written consent of a faculty member entitled to supervise. In all cases, the selection procedure of Article 4 applies.

Article 4 – Selection Procedure for Doctoral Candidates

A. Eligible candidates must hold: (a) a degree from a Greek Higher Education Institution or recognized foreign equivalent in Engineering, Sciences, or Informatics; (b) a relevant Master's Degree or integrated Master-level degree; (c) exceptionally, non-holders of a Master's Degree may be admitted by reasoned decision of the Department Assembly and subject to completion of additional coursework.

B. Required documentation includes: application form; detailed CV; identity document; certified copies of degrees; proof of English language proficiency; at least two academic recommendation letters; copies of publications or patents; copy of prior thesis work; written acceptance by proposed supervisor; and a structured doctoral research proposal including topic, objectives, methodology, required resources, indicative bibliography, expected results, and timeline. The proposed dissertation language (Greek or English) must be declared.

C. The Department Assembly appoints a three-member evaluation committee which examines applications, conducts interviews, and submits a written recommendation for acceptance or

rejection. The Assembly issues a reasoned decision and appoints the supervisor and Advisory Committee where applicable.

Article 5 – Supervision of the Doctoral Dissertation

A. Right of Supervision: Professors of all ranks and qualified researchers of recognized research centers with relevant scientific expertise may supervise doctoral dissertations. A primary supervisor may supervise up to two (2) doctoral candidates simultaneously, except under funded circumstances where additional supervision is permitted within prescribed limits.

B. A Three-member Advisory Committee is appointed, consisting of the supervisor and two additional eligible members. At least one member must belong to the Department.

C–D. In cases of inability, relocation, or retirement of the supervisor, replacement procedures are determined by the Department Assembly.

E. Names of doctoral candidates, supervisors, titles, abstracts, and committee members are published on the Department website in Greek and English.

Article 6 – Preparation of the Doctoral Dissertation

The doctoral dissertation must constitute a significant and original contribution to scientific knowledge. The candidate may conduct part of the research abroad with approval. Active participation in the international academic community and peer-reviewed publications are required.

Article 7 – Duration of Doctoral Studies

Minimum duration: three (3) full calendar years from the appointment of the Advisory Committee. Maximum duration: six (6) years, extendable by two (2) additional years upon justified request. Suspension of studies may be granted for up to two (2) years in total.

Article 8 – Rights and Obligations of Doctoral Candidates

Annual registration renewal is mandatory. Annual progress reports must be submitted (except during the first year). At least one (1) original research article accepted in a recognized international peer-reviewed journal (indexed in databases such as Web of Science or Scopus) is required. A preliminary oral examination (thesis proposal defense) must be successfully completed within one year from appointment of the Advisory Committee.

Article 9 – Employment of Doctoral Candidates

Doctoral candidates may assist in teaching, laboratory support, grading, examination supervision, research, or may be employed as academic fellows under fixed-term contracts in accordance with applicable law.

Article 10 – Change of Dissertation Topic

Change of topic requires recommendation of the supervisor and approval of the Department Assembly and is not permitted after submission for public defense.

Article 11 – Writing Guidelines and Language

The dissertation must follow the official Department template. If written in English, an extended summary in Greek must be included; if written in Greek, an extended summary in English must be included.

Article 12 – Final Evaluation and Examination

Following completion and fulfillment of publication requirements, a Seven-member Examination Committee is appointed. The dissertation is publicly defended. Approval requires a minimum of five (5) positive votes. Grades awarded: Good, Very Good, or Excellent. The Committee may request mandatory corrections within six (6) months.

Article 13 – Proclamation and Conferral of the Doctoral Degree

Upon successful defense and completion of formal requirements, the candidate is proclaimed Doctor and awarded the Doctoral Diploma.

Article 14 – Deletion of Doctoral Candidates

A doctoral candidate may be deleted for lack of scientific progress, misconduct, plagiarism, exceeding maximum duration, or failure to submit progress reports, in accordance with applicable law.

Article 15 – Revocation of Doctoral Diploma

The Doctoral Diploma may be revoked if legal acquisition conditions were not met or if plagiarism is proven.

Article 16 – Miscellaneous Provisions

Doctoral candidates are entitled to institutional support and benefits as provided by law and University regulations.

Article 17 – Final Provisions

The present Regulation is approved by the Department Assembly and the University Senate and published in the Government Gazette. Matters not expressly regulated are decided by competent University bodies.