

Postgraduate university doctoral study of Media and Communication

Rules for the recognition of the previous achievements of the doctoral students and candidates

The recognition process involves:

- the Candidate
- the Student Service,
- the Committee for the Recognition of Previous Achievements
- where appropriate, the bodies of the University North

The Committee consists of:

- the Head of the Study Program
- the member of the Committee for the Admission to the doctoral study of Media and Communication
- the member of the Committee for the Internal Quality Assurance at the doctoral study of Media and Communication

Candidate:

- submits a written application for the recognition of previous achievements with the documents which support the requested to the Student Service of the University Centre of Koprivnica

Student Service:

- the request is sent to the Council of the Doctoral Study
- following a decision made by the Committee for the Recognition of Prior Achievements, the Student Service informs the candidate on the decision and delivers it to the Candidate

The Committee performs the following:

- receives the Candidate's request for the recognition and evaluation of previous achievements,
- determines whether there is a basis for initiating the recognition and evaluation process
- evaluates previous achievements
- concludes the process of recognizing previous achievements
- makes a written decision on the recognition
- sends the recognition decision to the Council of the Doctoral Study of Media and Communication for confirmation

Decisions taken by the Committee are expressed in the following forms:

- Recognized in full (in terms of completed studies and points shown on the document)
- Recognized in part with the number of ECTS points indicated
- Not recognized

1. Procedure for determining the ECTS points when evaluating the Candidate's previous achievements

- The Candidate who has completed a Master's program (prior to the Bologna system) in the field of Information and Communication Sciences may be credited with (a maximum) of 80 ECTS points and 10 ECTS points for the Master's thesis as a scientific work.
- The Candidate who has completed a Master's program in the area of Social Sciences may be credited with (a maximum) of 60 ECTS points and 10 ECTS points for the Master's thesis as a scientific work.
- The Candidate who has completed a Master's program in any other area is assessed and evaluated according to the subjects that s/he has passed and the activities which the Candidate participated in can be credited with (a maximum) of 30 ECTS points and 10 ECTS points for the Master's thesis as a scientific work.
- In addition to all of the above, the Committee can appoint bridging subjects which it deems necessary for the Candidate to pass, in accordance with the program and the intended research topic, guided by an individual approach to the Candidate.
- When transferring from another doctoral study, the Committee recognizes and evaluates the recognition of all activities that the Candidate took part in on his/her previous study in accordance with the requirements of the doctoral study of Media and Communication, guided by an individual approach to the Candidate.

2. Procedure for determining the ECTS points when evaluating the Candidate's previous achievements¹

Activity	No. of ECTS
Scientific work	Min. 10, Max. 20
Article in proceedings from a local conference	5 ECTS
Article in proceedings from an international conference	8 ECTS
Article in a journal with an international review indexed in the WoS or Scopus conference	20 ECTS ²
Article in a journal indexed in the PsycInfo, ProQuest Social Science Premium Collection, SocIndex, Academic Search Complete, Education Research Complete, Inspec, Westlaw, LexisNexis, LISA – Library and Information Science Abstracts bases and bibliographic collections and modules included in the mentioned bases	15 ECTS
Conference article indexed in the WoS and Scopus bases	10 ECTS
Conference participation	Min. 5 ECTS, Max. 15 ECTS
Local conference	3 ECTS
International conference	5 ECTS

¹ The procedure for determining the ECTS points when evaluating the achievements of doctoral students is in accordance with the *Rules on the Evaluation of Scientific-Educational Activities*, which are an integral part of the doctoral study of Media and Communication.

² The doctoral student who published three articles in journals indexed in WoS or Scopus begins writing his/her doctoral dissertation immediately.

Participation in workshops and discussion groups	Min. 8, Max. 25
Participation in workshops with the aim of improving transfer skills	1 ECTS
Participation in discussion groups	1 ECTS
Doctoral conference	Min. 4, Max. 10
Participation in the activities of the doctoral conference	4 ³
Other activities	Min. 5, Max. 22
participation in activities related to the popularization of science	Max. 2
stay at a foreign university	5 ECTS
class participation at the undergraduate and graduate study programs	Max. 5 ECTS

Procedure for the recognition of points:

- Each doctoral student is required to keep his/her own records of scientific papers, conference participation and other activities for which s/he can get points.
- The doctoral student submits to the mentor a record of all scientific-research activities, publications and other activities.
- In addition to activity records, the doctoral candidate also submits and Application for the Recognition of ECTS Points which should contain all the necessary information in order for the activity to be adequately credited.
- The form of the Application is not standardized, therefore each student complies it independently.
- The mentor, according to the mentioned evaluation criteria and with the approval of the Committee for the Recognition of Previous Achievements of Doctoral Students, suggests the number of ECTS points for the recognition of the scientific work and other activities, and s/he signs the Application for the Recognition of ECTS points.
- At the latest during the fifth or sixth semester, the mentor registers the points from the scientific work and other activities.
- The Application for the Recognition of ECTS points remains in the doctoral candidate's documentation.

³ Prezentacija istraživanja donosi 2 ECTS boda, a objava istraživanja u zborniku radova 4 ECTS boda.