

Enclosure 1

**LIST AND EVALUATION OF ELECTIVE SCIENTIFIC, TEACHING AND PROFESSIONAL ACTIVITIES**

No.	Description of activities	ECTS
1.	Participation in a <b>workshop or training course on the methodology of scientific research</b> organized by a university or a acknowledged scientific research institution or association in the country or abroad	5 – 10
2.	Participation in <b>other doctoral workshops</b> organized by university or acknowledged scientific research institutions in the country or abroad	5 – 10
3.	<b>Publication of a paper</b> in a scientific journal indexed in WoSCC or Scopus databases (Q1), (1, 2, 3 authors)	30/ 25 / 20
4.	<b>Publication of a paper</b> in a scientific journal indexed in WoSCC or Scopus databases (Q2), (1, 2, 3 authors)	25 / 20 / 15
5.	<b>Publication of other scientific papers</b> of the first category (a1) <sup>1</sup> (1 or a maximum of 3 authors)	15 / 10
6.	<b>Publication of a scientific paper</b> of the second category (a2) <sup>1</sup> (1 or a maximum of 3 authors)	10 / 5
7.	<b>Publication of a scientific paper</b> of the third category (a3) <sup>1</sup> (a maximum of 3 authors)	5
8.	<b>Publication in a journal of a book or an article review</b> that is from the field of the thesis proposal	5
9.	Active <b>participation in the work</b> of a professional or scientific-professional conference (round table, symposium or similar) with a topic related to the thesis proposal (as a panellist, presenter, etc.)	5
10.	Participation in research on a <b>competitive scientific</b> project <sup>2</sup> (leader or member of a research team)	25 / 15
11.	Participation in research on other <b>scientific projects</b> <sup>3</sup> (leader or member of a research team)	15 / 10
12.	<b>Participation in research</b> on a national or international <b>professional project</b> with a topic related to the thesis proposal (leader or member of a research team)	5
13.	Scientific and professional <b>training</b> at another national or foreign <b>university</b> or scientific <b>institution</b> in a duration of 1, 2, 3 or 4 months or more <sup>4</sup>	5 / 10 / 15 / 25
14.	Participation in teaching <sup>5</sup>	maximum 5

- All activities are planned and carried out in consultation and with the help of the mentor, co-mentor or advisor.
- The evaluation of the activities is based on the acquisition of learning outcomes outlined in the study programme and the connection to the dissertation research area and research topic.
- All activities must be carried out after enrolment in the doctoral programme.
- The scientific paper recognized as an elective activity is evaluated only once during the course of study and cannot be part of a dissertation based on published scientific papers (the so-called Scandinavian model).
- A scientific paper is evaluated as an elective activity only if the student has indicated the affiliation of the Faculty next to his name (as the only or as an additional affiliation)
- Scientific papers may also be accepted based on a confirmation from the editorial board that the paper has been accepted for publication.
- **Activities under numbers 10 and 11 are evaluated only once for the same project (i.e., not for each year of the project duration).**
- Activities under numbers 12 and 14 can only be evaluated once during the course of study.



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### Explanations and instructions:

<sup>1</sup> In accordance with Art. 17 and Art. 18 of the Ordinance on the conditions for election to scientific titles (OG 28/2017).

<sup>2</sup> A competitive scientific project is a scientific project financed by European funds or other competitive sources supporting various forms of scientific research (Horizon 2020, Horizon Europe, Croatian Science Foundation and other projects with proven scientific importance and objectives).

<sup>3</sup> Other scientific projects are scientific projects with proven scientific importance and objective, partially or fully financed by a higher education institution or other scientific research institution.

### Student responsibilities:

<sup>4</sup> **Before going** to scientific and professional training at another Croatian or foreign university or scientific institution, or before undertaking scientific and teaching activities, **the student is obliged to:**

1. Inform the Director and the Secretary of studies of his departure so that the documents required for the recognition of ECTS credits can be prepared on the basis indicated.
2. Submit a training programme with the described activity at a domestic or foreign university to the Director and Secretary of studies through the Office for Postgraduate Studies.
3. Request the approval for carrying out the proposed activities from the Committee for evaluation of scientific and teaching activities, appointed by the Dean.

**Upon return** from training, **the student is required** to submit:

1. a certificate of scientific or professional training issued by the institution, indicating the length of stay at the institution;
2. a detailed description of the activities in which the student participated, certified by the institution and the supervisor on the form that is part of this rulebook.

<sup>5</sup> **Participation in teaching is evaluated as follows:**

- for students enrolled in full-time study: a minimum of 15 hours of seminar classes at the undergraduate or graduate studies of the Faculty
- for students enrolled in part-time study who are not employees of another HEI: a minimum of 5 hours of teaching seminars at the Faculty's undergraduate or graduate studies (in the mentor's, co-mentor's or advisor's courses)
- for students enrolled in part-time studies who are employees of another HEI in Croatia or abroad: a minimum of 15 hours of teaching in study programmes of the higher education institution where they are employed.

To prove participation in teaching, the student submits a certificate from the higher education institution on the prescribed form with the application for recognition of scientific and teaching activity.