

**KAUNAS UNIVERSITY OF TECHNOLOGY
LITHUANIAN SPORTS UNIVERSITY
ŠIAULIAI UNIVERSITY**

**RULES AND PROCEDURES FOR THE OPEN COMPETITION FOR DOCTORAL
STUDIES IN THE FIELD OF EDUCATIONAL SCIENCES 2019**

Admission to third cycle (doctoral) studies at Kaunas University of Technology (KTU), Lithuanian Sports University (LSU) and Šiauliai University (ŠU) is carried out in accordance with the Regulation for Joint Doctoral Studies and the procedure for calculating the competitive score established in 2019.

1. Persons holding a Master's degree or its equivalent may participate in the open competition for doctoral studies in the field of Educational Studies.
2. Admission to the doctoral studies at institutions of Joint Doctoral Studies shall be implemented according to the annually allocated quota (for each higher education institution separately) confirmed by the Ministry of Education and Science (hereinafter referred to as the Ministry).
3. The competitions shall be implemented for individual topics submitted by Joint Doctoral Institutions.
4. An applicant shall apply to the Rector of the Joint Doctoral Institution for participation in the open competition for the doctoral studies. The application shall be submitted to the department administering doctoral studies at the Joint Doctoral Institution to which the topic is claimed and in which the dissertation is to be prepared - KTU, LSU, or ŠU. Alongside with the application form, which indicates the field of doctoral studies, form and preferred dissertation topics by order of priority (not more than two), other documents shall also be submitted (see Paragraph 23).
5. Applicants holding Master's degree or its equivalent in other fields than Educational Sciences shall additionally take an examination on Education. The examination shall be taken at the university where the application for admission to doctoral studies has been submitted. The examination program is published on the University website along with the Rules and Procedures for the Open Competition for Doctoral Studies in the Field of Educational Sciences. The applicants who receive positive evaluation shall continue their participation in the competition as established above.
6. Admission to doctoral studies shall be organised by the Office of Research of the Coordinating University (Lithuanian Sports University) and pursued by the Committee, which includes representatives of scientists of all Joint Doctoral Institutions - KTU, LSU and ŠU. Relying on the competition procedures, applicants shall be accepted to carry out research on separate topics offered by Doctoral Institutions. All the applicants shall participate in a motivational interview with the Committee members.
7. The Rectors of the Doctoral Institutions or their authorised representatives shall sign bilateral agreements of a set format with the persons who, according to the competition procedures, have been accepted to full-time or part-time doctoral studies in the field of Educational Sciences (the agreement is signed with the rector of the university where the doctoral dissertation is to be prepared).
8. Selection criteria for applicants to the doctoral programme 2019 shall be as follows:
 - scientific publications (their relevance to the field of Educational Sciences, selected research and dissertation topic);
 - scientific experience (nature of scientific activity is taken into account in the assessment);

- the weighted average of the final thesis and grades received by an applicant in Master's degree studies or one cycle higher education studies;
 - knowledge of a foreign language (English, French, German) evaluation (in grade) indicated in the Diploma Supplement of the first, second or single-cycle higher education institution or a certificate issued by a licensed foreign language centre;
 - motivational interview.
9. The selection criteria, their weight ratios and competition score shall be approved by the Rectors of each Joint Doctoral Institution Order on the proposal of the Committee every academic year. For the procedure for calculating the competitive score in 2019, see Annex 1.
 10. On the basis of the selection criteria, the Committee shall evaluate candidates by assigning points and establishes the priority order for the Doctoral Institutions' (KTU, LSU, ŠU) topics according to the highest competition score. A candidate shall be admitted to a state-funded study place if his/ her competition score is not lower than 8 (eight).
 11. On the basis of the minutes of the Committee, the candidates shall be accepted to the doctoral studies according to the orders of the Rectors of the Doctoral Institutions (KTU, LSU, ŠU) depending on the selected topic proposed by a certain higher education institution and where the thesis is to be prepared; the Joint Doctoral Institution, field of science, form (full time – up to 4 years, part-time – up to 6 years), funding and the dissertation topic shall be indicated.
 12. In case there are positions left after the admission, the Research Office of the Coordinating university can organize a second stage of admission, which shall be implemented following the same procedure.
 13. The applicants that have not been admitted to state-funded positions, may choose state non-funded doctoral studies upon the proposal of the Committee, paying the tuition fee established by the Joint Doctoral Institution that the agreement is signed with.
 14. Citizens of the European Union (hereinafter the EU) participate in the competition following the established procedure.
 15. Applicants, who have acquired Master's qualification degree or higher education diploma equivalent to it in a foreign country, are also required to present a document of recognition of the academic qualification acquired abroad in addition to the documents listed in Paragraph 23 and pay the tuition fee established by the Joined Doctoral Institution that the agreement is signed with.
 16. Citizens of non-European Union states that are admitted to doctoral studies have to acquire a residence permit to live in the Republic of Lithuania.
 17. Doctoral studies are carried out in the Lithuanian language or the language approved by the Committee.
 18. The Committee shall organize the meeting/ meetings of the Committee not later than two weeks from the start of the academic year. The entrants and scientific supervisors of the topics shall participate in the meeting; scientific supervisors shall be appointed to each entrant.
 19. On the proposal of the Committee, the scientific supervisor shall be approved by the order of the Rector of the doctoral student's institution. On the proposal of the unit administering doctoral studies at the institution, the division of the institution that the doctoral student is attached to shall be approved by the Rector's order.
 20. Personal file of the applicant that has not been admitted shall be stored in the Research Office of the coordinating university for a year, later it is forwarded to the archives of the coordinating university.
 21. In the period of two days after the announcement of the Minutes of the Committee, a person that has submitted an application to doctoral studies but has not been admitted has the right to:
 - 21.1. submit a motivated application or appeal to the Committee;
 - 21.2. appeal to the Rector of the coordinating university in three days after the negative response from the Committee.
 22. **Admission procedure.**

Admission procedure	Dates
<i>Document submission and registration</i>	21/8/2019 – 2/9/2019
<i>Entrance examination in Educational Sciences. Applicants that have graduated from a programme of Educational Sciences or an equivalent study programme do not have to take this examination.</i> The examination is to be taken only by persons who have acquired their education in a different field than Educational Sciences.	4/9/2019
<i>Announcement of the results of the examination in Educational Sciences</i>	5/9/2019
Possibility to appeal regarding the objectivity of the assessment of knowledge in Educational Sciences	6/9/2019
Hearing of appeals	9/9/2019 – 10/9/2019
<i>Invitation to a motivational interview. Entrants to KTU, LSU, ŠU are informed by e-mails.</i>	11/9/2019
<i>Motivational interview</i> (Meeting of the Committee for Doctoral Studies in the field of Educational Sciences at Lithuanian Sports University. All the candidates shall have a motivational interview.	13/9/2019, 11.00 a.m.
<i>Meeting of the Committee regarding admission</i> (Participation of entrants is excluded).	13/9/2019
<i>Announcement of the final results.</i>	16/9/2019
Possibility to appeal regarding the objectivity of the assessment of motivational interview, and compliance to the rules of admission.	17/9/2019 – 18/9/2019
If there are no appeals, rectors (or their authorized persons) of an institution (KTU, LSU or ŠU) <i>sign study agreements with doctoral students.</i>	19/9/2019
Hearing of appeals.	20/9/2019
Possibility to write an appeal to the Rector of the Coordinating university.	23/9/2019 – 24/9/2019
Hearing of appeals.	25/9/2019 – 26/9/2019
Rectors (or their authorized persons) of an institution (KTU, LSU or ŠU) <i>sign study agreements with doctoral students.</i>	27/9/2019

23. Documents to be submitted.

Main documents
<ul style="list-style-type: none"> • An application addressed to the Rector of KTU, LSU, or ŠU (depending upon the choice of the applicant); • recommendations by two academic referees from the field of Educational Sciences, who have research degrees of a Habilitated Doctor or Doctor; • Curriculum Vitae (signed); • Master's diploma or a higher education diploma equivalent to it, its Supplement (the originals will be returned immediately) and their copies (copies to be submitted); • the mark for a foreign language (English, French or German), recorded in the diploma supplement for first or second cycle studies, or single-cycle studies in higher education institution (the originals will be returned immediately), or the certificate issued by a licenced centre of foreign languages (copies to be submitted); • a list of research work carried out by the candidate (full bibliographic description) and their prints, if any (provided with copies of the cover and contents of the publication);

works to be published are submitted with the editor's statement on the press release (after the review procedure); candidates who have recently completed their second cycle studies present a copy of the master's thesis (if any);

- The certificates of the presentations, activities in the scientific conferences if any (copies to be submitted; the originals will be returned outright);
- One photo of the size of 3x4 cm (to be submitted);
- A copy of an instalment check, transferred into KTU, LSU or ŠU bank account, or a copy of a document confirming exemption from the instalment or certified copies of documents proving the right not to pay the admission fee;
- documents confirming the change of the surname if the submitted documents contain different surnames (copies to be submitted);
- a copy of the passport personal data page or a copy of the identity card (copy to be submitted).

Supplementary documents

An applicant may submit any other documents, which reflect his/her research work and academic activity.

24. Admission fee, bank details.

24.1. Provided the documents are submitted to *Kaunas University of Technology*, admission fee (EUR 40 for Lithuanian and other European Union citizens and EUR 100 for non-European Union citizens) shall be transferred to the bank account of Kaunas University of Technology:

Recipient – Kauno technologijos universitetas,

bank of the recipient – AB “Swedbank”,

Account No. LT54 7300 0100 0251 0317,

bank code – 73000,

shortened title of the instalment – “Stojamoji studijų įmoka”,

code – 2881,

the payer's code column shall contain the candidate's personal identification number,

or

Recipient – Kauno technologijos universitetas,

bank of the recipient – AB SEB bankas,

Account No. LT75 7044 0600 0310 4494,

bank code – 70440,

shortened title of the instalment – “Stojamoji studijų įmoka”,

code – 2881,

the payer's code column shall contain the candidate's personal identification number,

or

Recipient – Kauno technologijos universitetas,

bank of the recipient – AB DNB bankas,

Account No. LT70 4010 0425 0240 0369,

bank code – 40100,

shortened title of the instalment – “Stojamoji studijų įmoka”,

code – 2881,

the payer's code column shall contain the candidate's personal identification number.

24.2. Provided the documents are submitted to *Lithuanian Sports University*, admission fee (EUR 35) shall be transferred to the bank account of Lithuanian Sports University, Account No. LT047044060003325574, bank AB SEB bankas, bank code 70440, instalment code 005, payer code is personal identification number of the candidate (with the permission of payer).

24.3. Provided the documents are submitted to Šiauliai University, admission fee (EUR 35) shall be transferred to the bank account of Šiauliai University Account No. LT76718000000141119, bank AB Šiaulių bankas, bank code 71800, instalment name -

doktorantūros stojamoji studijų įmoka – ŠU, instalment code 2567, payer code is personal identification number of the candidate (with the permission of payer).

24.4. Admission fee is not refundable.

25. State-funded positions.

Form of studies	KTU	LSU	ŠU
Full-time (4 years)	1	3	1
Part-time (6 years)	Not available	Not available	Not available

26. Annual tuition fee (EUR) for the entrants to state non-funded positions.

	KTU	LSU	ŠU
Full-time studies	7,685	3,336	8,352
Part-time studies	–	–	–

The tuition fee shall be paid following the conditions set forth in the agreement.

The documents can be submitted in:

Kaunas University of Technology: Kaunas, K. Donelaičio St. 73, Room 423, on weekdays from 9 a.m. to 4 p.m.

Lithuanian Sports University: Kaunas, Sporto St. 6, Doctoral Studies and Research Division, Room 210 (Main Building), on weekdays from 9 a.m. to 3 p.m.

Šiauliai University: Šiauliai, Višinskio St. 38, Office of Research and Art, on weekdays from 9 a.m. to 4 p.m.

Information on the submission of documents and implementation of the competition is provided in:

Kaunas University of Technology

Doctoral School, tel.: (+370 37) 30 06 25, (8 37) 30 00 49, e-mail: doktorantura@ktu.lt
K. Donelaičio St. 73-423, Kaunas
Website address: ktu.edu

Lithuanian Sports University

Doctoral Studies and Research Division, tel. (+370 37) 30 2626, e-mail: daiva.majauskiene@lsu.lt
Sporto St. 6, Room 210 (main building), Kaunas
Website address: www.lsu.lt

Šiauliai University

Office of Research and Art, tel. (+370 41) 595 821, e-mail: doktorantura@cr.su.lt
Višinskio St. 38, Šiauliai
Website address: www.su.lt

Calculation of the Competition Score (to be announced)

$$KB = a_p \times P + a_m \times M + a_d \times D + a_u \times U + a_{mp} \times MP$$

KB – competition score;

a_i – weighted coefficient;

points given within a 10-point scale for:

1. P – publications,
2. M – research experience,
3. D – average of marks in Master's degree diploma supplement, or diploma supplement of single-cycle study programme of an institution of higher education (including the final thesis, if any),
4. U – the mark for a foreign language (English, French or German), recorded in the diploma supplement for first or second cycle studies, or single-cycle studies in higher education institution, or the certificate issued by a licenced centre of foreign languages,
5. MP – evaluation of the motivational interview.

Weighted coefficients

$$a_p = 0.25; a_m = 0.15; a_d = 0.25; a_u = 0.10; a_{mp} = 0.25$$

Assessment criteria

Publications (following Order No. V-747 of the Minister of Education and Science of 4 October 2017)

No.	Type of research work
1.	Scientific monographs, scientific studies, theoretical and synthetical scientific works.
2.	Scientific articles and chapters of books published in reviewed journals.
3.	Other articles, chapters of books, academic reviews and other publications containing scientific information in periodicals on culture and profession, continuous and one-off editions.
4.	Publications of sources, translations with scientific commentaries, academic dictionaries, reference books, encyclopaedias, (auto)bibliographies, course books for higher education institutions. Glossary of area or field of science, scientific reference book, encyclopaedia.
5.	Works on social and cultural development: <ul style="list-style-type: none"> - publication of science research and science policy; - academic publications and academic reviews devoid of scientific information; - specialized information, expertise, evaluations and commentaries (historical, philological, art studies, sociological, legal acts or their projects) submitted to state or municipal institutions; - collections and readers based on Lithuanian or world culture materials (folklore, literature, philosophy, religion, art, linguistic examples, historical sources, etc) for the needs of education and wider society; - coordination and descriptive materials on the examples of natural diversity, archaeological findings, material and non-material objects of traditional culture obtained in field research, culture monuments, literature and art works, demonstrations, exhibition and expositions of museum and archive collections;

	<ul style="list-style-type: none"> - educational projects based on research materials; - preparation of new materials for databases of cultural heritage, linguistic and sociological data; - composed research works. <p><i>Master's thesis should also be submitted if it was defended not earlier than a year ago.</i></p>
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P.S.

a) The publication is assessed with regard to its:

- compliance with the selected topic area of prospective research and dissertation in the field of Educational Sciences;
- reference to the field of Educational Sciences;
- non-reference to the field of Educational Sciences;

b) a collection, cycle, publication, etc., which consists of not fewer than 4 items or 2 author's sheets is considered as one item of the work of social and cultural development rather than individual short texts, descriptions, lectures, programmes, fragments, etc.;

c) provided a scientific publication is published in co-authorship, only the author's share is calculated according to the number of authors;

d) in case there are works of several categories submitted, the points are summed as long as they do not exceed 10 points.

2. Research experience

No.	Research efficiency
1.	Presentations delivered in scientific conferences organized by higher education institutions or other academic establishments.
2.	Presentations delivered in scientific practical conferences.
3.	Work in the organizational or other committee of a scientific conference organized by an institution of higher education or other academic organization.
4.	Work in the organizational or other committee of a scientific practical conference.

P.S.

- a) in case there are activities of several categories, the points are summed as long as they do not exceed 10 points;
- b) activities must be supported by providing correspondent certificates.

3. D – average of marks in Master's degree diploma supplement, or diploma supplement of single-cycle study programme of an institution of higher education (including the final thesis, if any)

In case the marks in a diploma supplement are provided not in a 10-point scale, they are transferred in accordance with the assessment logic provided for by the Ministry of Education and Science (Recommendations on Improving the Assessment of Study Outcomes).

4. U – the mark for a foreign language (English, French or German), recorded in the diploma supplement for first or second cycle studies, or single-cycle studies in a higher education institution (upon the choice), or the certificate issued by a licenced centre of foreign languages

In case the assessment is provided not in a 10-point scale, it is transferred in accordance with the assessment logic provided for by the Ministry of Education and Science.

5. P – evaluation of the motivational interview

The assessment is given in a 10-point scale following assessment logic provided for by the Ministry of Education and Science.

Criteria:

- a) the candidate is able to substantiate his/her motivation to study in the selected field of doctoral studies;

- b) the candidate demonstrates awareness of the literature on the selected topic area.

Calculation of the Competition Score (detailed)

$$KB = a_p \times P + a_m \times M + a_d \times D + a_u \times U + a_{mp} \times MP$$

KB – competition score;

a_i – weighted coefficient;

points given within a 10-point scale for:

1. P – publications.
2. M – research experience.
3. D – average of marks in Master’s degree diploma supplement, or diploma supplement of single-cycle study programme of an institution of higher education (including the final thesis, if any);
4. U – the mark for a foreign language (English, French or German), recorded in the diploma supplement for first or second cycle studies, or single-cycle studies in higher education institution, or the certificate issued by a licenced centre of foreign languages.
5. MP – evaluation of the motivational interview.

Weighted coefficients:

$$a_p = 0.25; a_m = 0.15; a_d = 0.25; a_u = 0.10; a_{mp} = 0.25$$

Assessment criteria:

1. Publications (following Order No. V-747 of the Minister of Education and Science of 4 October 2017)

No.	Type of research work	Unit (author's share)	Score according to the unit value indicated in Order No. V-1128
1.	Scientific monographs, scientific studies, theoretical and synthetical scientific works: <ol style="list-style-type: none"> a) in compliance with the chosen topic of research and dissertation; b) in the field of Educational Sciences; c) not in the field of Educational Sciences. 	At least 1 author’s sheet	a) 10 b) 8 c) 5
2.	Scientific articles and chapters of books published in reviewed journals: <ol style="list-style-type: none"> a) in compliance with the chosen topic of research and dissertation; b) in the field of Educational 	Two or more One	a) 10 b) 8 c) 5 a) 8 b) 6

	Sciences; c) not in the field of Educational Sciences.		c) 4
3.	Other articles, chapters of books, academic reviews and other publications containing scientific information in periodicals on culture and profession, continuous and one-off editions: a) in compliance with the chosen topic of research and dissertation; b) in the field of Educational Sciences; c) not in the field of Educational Sciences.	Two or more One	a) 5 b) 3.5 c) 2.5 a) 4 b) 3 c) 2
4.	Publications of sources, translations with scientific commentaries, academic dictionaries, reference books, encyclopaedias, (auto)bibliographies, course books for higher education institutions. Glossary of area or field of science, scientific reference book, encyclopaedia: a) in compliance with the chosen topic of research and dissertation; b) in the field of Educational Sciences; c) not in the field of Educational Sciences.	Two or more author's sheets One author's sheet	a) 5 b) 3.5 c) 2.5 a) 4 b) 3 c) 2
5.	Works on social and cultural development: - publication of science research and science policy; - academic publications and academic reviews devoid of scientific information; - specialized information, expertise, evaluations and commentaries (historical, philological, art studies, sociological, legal acts or their projects) submitted to state or municipal institutions; - collections and readers based on Lithuanian or world culture materials (folklore, literature, philosophy, religion, art, linguistic examples, historical sources, etc) for the needs of education and wider society; - coordination and descriptive materials on the examples of natural diversity,	Two or more (a collection, cycle, publication, etc., which consists of not fewer than 4 items or 2 author's sheets is considered as one item of the work of social and cultural development rather than individual short texts, descriptions, lectures, programmes, fragments, etc.) One author's sheet	a) 2.5 b) 1.75 c) 1.25 a) 2 b) 1.5 c) 1.0

	<p>archaeological findings, material and non-material objects of traditional culture obtained in field research, culture monuments, literature and art works, demonstrations, exhibition and expositions of museum and archive collections;</p> <p>- educational projects based on research materials;</p> <p>- preparation of new materials for databases of cultural heritage, linguistic and sociological data;</p> <p>- composed research works.</p> <p><i>Master's thesis should also be submitted if it was defended not earlier than a year ago).</i></p> <p>The evaluation takes into account whether the work is presented:</p> <p>a) in compliance with the chosen topic of research and dissertation;</p> <p>b) in the field of Educational Sciences;</p> <p>c) not in the field of Educational Sciences.</p>		
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P.S.

- a) in case there are works of several categories submitted, the points are summed as long as they do not exceed 10 points;
- b) provided a scientific publication is published in co-authorship, only the author's share is calculated according to the number of authors;
- c) works accepted for publication are legible upon presentation of the editor's certificate.

2. Research experience

No.	Research efficiency	Unit	Score
1.	Presentations delivered in scientific conferences organized by higher education institutions or other academic establishments.	2 or more 1	10 8
2.	Presentations delivered in scientific practical conferences.	2 or more 1	8 6
3.	Work in the organizational or other committee of a scientific conference organized by an institution of higher education or other academic organization.	2 or more 1	8 6
4.	Work in the organizational or other committee of a scientific practical conference.	2 or more 1	5 3

P.S.

- a) in case there are works of several categories submitted, the points are summed as long as they do not exceed 10 points;
- b) activities are proven by means of certificates.

3. D – average of marks in Master’s degree diploma supplement, or diploma supplement of single-cycle study programme of an institution of higher education (including the final thesis, if any).

In case the marks in a diploma supplement are provided not in a 10-point scale, they are transferred in accordance with the assessment logic provided for by the Ministry of Education and Science (Recommendations on Improving the Assessment of Study Outcomes).

4. U – the mark for a foreign language (English, French or German), recorded in the diploma supplement for first or second cycle studies, or single-cycle studies in a higher education institution (upon the choice), or the certificate issued by a licenced centre of foreign languages

In case the assessment is provided not in a 10-point scale, it is transferred in accordance with the assessment logic provided for by the Ministry of Education and Science.

5. P – evaluation of the motivational interview

The assessment is given in a 10-point scale following assessment logic provided for by the Ministry of Education and Science.

Criteria:

- a) the candidate is able to substantiate his/her motivation to study in the selected field of doctoral studies;
- b) the candidate demonstrates awareness of the literature on the selected topic area.