

On the basis of Article 253(1)(2) of the Statute of the University of Maribor (Official Gazette of the Republic of Slovenia, no. 1/2010), the Senate of the University of Maribor adopted, at its 33<sup>rd</sup> regular meeting of 21 June 2010, the following

**Amendments to the Rules on PhD Thesis Preparation and Defence at the University of Maribor  
No. A 7/2008 - 41 AG**

**Article 1**

Article 7 shall be amended as follows:

“Upon receipt of the application, the graduate studies office verifies the number of doctoral candidates the proposed advisor is currently supervising, taking into account the number of topics approved by the Senate of the University. Advisors may oversee research of maximum five PhD students at the same time. If the proposed advisor would exceed this number by accepting the candidate in question, the office informs (in writing) the candidate, the advisor and the dean. The final/additional approval of the number of doctoral candidates per advisor shall be granted by the relevant professional service of the University prior to consideration on the part of university bodies. In exceptional cases, the Senate of the University of Maribor may approve a larger number of candidates per mentor.

Within 5 working days from receipt of the complete application, the relevant office submits one copy of the application to the department chair and one to the proposed advisor. If the advisor's research performance shall be evaluated according to special rules, the relevant professional office asks the advisor to submit proof of satisfying minimum performance criteria for the relevant area of expertise within 5 working days from receipt of the application. The office also checks whether the advisor is permanently employed at the University or whether he is an external staff member. If neither applies, the office shall inform the department chair”.

**Article 2**

Article 8 shall be amended as follows:

»The department chair shall put the application for topic approval along with relevant supporting documents concerning the advisor's research performance (provided it must be evaluated) on the agenda of the next departmental meeting. At the meeting, faculty discuss the application and render a decision.

The department may request supporting documents concerning the advisor's research performance, propose a change of dissertation topic and/or content, propose a second advisor/co-advisor (interdisciplinary research) and formulate a rationale for an advisor who is neither permanently employed at the University nor a external staff member. If the department has any reservations concerning the thesis proposal or the appointment of the advisor, it shall inform the proposed advisor and ask the candidate to amend or complete the application within a given deadline.

### Article 3

Paragraph 4 of Article 12 shall be amended as follows:

“If the candidate or at least one committee member is a foreigner, the report shall be submitted in Slovene, English or German. The candidate and committee members have the right to request a Slovene translation”.

### Article 4

Paragraph 4 of Article 16 shall be amended as follows:

“The decision on topic and advisor approval shall also state a deadline for submission of the PhD thesis”.

### Article 5

Paragraph 4 shall be added to Article 35, which shall read as follows:

“The dean is not allowed to propose a candidate who has not prepared and defended his PhD thesis at the University of Maribor or under a joint programme for the award of a doctoral degree.”

### Article 6

Indent 2 shall be added to Appendix 4, which shall read as follows:

#### UNIVERSITY OF MARIBOR

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#### CANDIDATE'S DECLARATION

I, the undersigned \_\_\_\_\_, student ID-number  
\_\_\_\_\_,

**declare**

that the doctoral thesis entitled \_\_\_\_\_

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- is, to the best of my knowledge and belief, original and the result of my own investigations, except as acknowledged;
- has not been submitted elsewhere in any other form in order to obtain a degree or qualification;
- contains correctly stated results;
- does not infringe on copyrights or intellectual property rights.

## Article 7

Appendix 6 shall be amended as follows:

### DISSERTATION FORMAT

The format must be consistent with the visual identity of the University of Maribor.

a) front cover:

- top:

university logo

University of Maribor

faculty

- centre:

Doctoral Thesis

title

- bottom left:

month, year

- bottom right:

author's name and surname

b) page 1:

- top:

University logo

University of Maribor

faculty

- centre:

Doctoral Thesis

title

- bottom left:

month, year

- bottom right:

author's name and surname

thesis advisor: title, name and surname

c) next page: table of contents

č) next page: abstract in Slovene; title and abstract in English; Universal Decimal Classification (UDC)

d) next page: content in accordance with the approved thesis proposal

e) next page: appendices

f) next page: professional background (content in accordance with the provisions of the Personal Data Protection Act)

g) next sheet: Declaration (Appendix 4)

## Article 8

These Amendments shall come into effect the day after being published in the Announcements of the University of Maribor.

Rector:  
Prof. Ivan Rozman, PhD