



**PÁZMÁNY**

Pázmány Péter Catholic University  
Faculty of Humanities and Social Sciences

## Doctoral and Habilitation Office

Institutional ID: FI79633  
H-1088 Budapest, Mikszáth Kálmán tér 1.

### FORMAL REQUIREMENTS FOR THE DOCTORAL DISSERTATION

At the PPCU Faculty of Humanities and Social Sciences, doctoral dissertations shall be submitted in at least three bound (hardback) copies and one softback copy, in A4 format, written with the Word program, in 12 point Times New Roman font, a line spacing of 1.5, with notes in font size 10, and margins of 2.5 cm on all pages; the doctoral dissertation shall also be submitted in electronic format. Dissertations are to be addressed to the Chairperson of the Doctoral and Habilitation Council of Humanities and Social Sciences and submitted to the Doctoral and Habilitation Office of the Faculty of Humanities and Social Sciences.

The words “Doctoral (PhD) Dissertation,” the name of the author, and the year shall be printed on the cover. The first page of the dissertation (internal title page) shall include the name of the author; the title of the dissertation; the names of the Doctoral School and the workshop and their leaders; the name, position, and academic qualifications of the supervisor; the name of the research institute where the dissertation was prepared; and the year the dissertation was prepared. The spines of bound copies shall include the name of the author and the year of publication.

Dissertations written in a foreign language shall have a title page in Hungarian as well.

A single-page Hungarian and a single-page English summary shall be bound at the end of the dissertation. The dissertation shall include a table of contents, footnotes or endnotes in the form corresponding to the discipline, and a bibliography with all relevant data.

The summaries also have to be submitted electronically.

The internal structure of the dissertation shall follow the norms generally required and accepted in the case of scientific publications. The dissertation shall be between 150 and 200 pages long, which applies to the length together with the notes but without annexes. If the dissertation exceeds this length by more than 10%, the procedural fee payable upon its submission shall be doubled.

All pages of the dissertation shall be numbered in the bottom right corner.

The theses of the dissertation shall be written in Hungarian and English (or another language in line with the specifics of the given field) and shall be identical in both languages; they shall be written on no more than 20 A/5 pages using size 10 Times New Roman font, submitted to the Faculty of Humanities and Social Sciences Doctoral and Habilitation Office in the number of copies agreed on beforehand, as well as electronically.

The four parts of the thesis book:

1. research antecedents, the problem
2. applied methodology,
3. new results,
4. publications in the topic