****MEDICAL UNIVERSITY

PROF. DR. PARASKEV STOYANOV - VARNA

**SCHOOL FOR PhD STUDENTS**

APPROVED BY: /DEAN/

**INDIVIDUAL STUDY PLAN**

for educational and scientific degree Doctor of Philosophy at the Medical University - Varna City

of

........................................................................................................................................

/full name of the PhD student, address, GSM, e-mail/

**ADMINISTRATIVE DATA**

\* Department in which the PhD student will be enrolled: …………………………………………………………………………………………..

\* Type of the PhD programme: (self-study/full time) ………………………………………………………………………………………......

\* Name of the PhD programme: …………………………………………………………………………………………..

\* Date of enrolment: ………........

\* Period of study for PhD degree: …… years

* PhD supervisor (full name, scientific degree, scientific rank, place of work and position, address, mobile phone and email): ……………………………………………………………………………………...
* Title of the PhD thesis: ………………………………………………………………………………………………………………………………………………………………………………
* The individual study plan of the PhD student is approved by the Faculty Senate at a meeting on …………… /Minutes № ……../ *(to be filled in by the Dean's office)*

**ACADEMIC AND RESEARCH WORK:**

**General working plan**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Description of activities | Form of organization | Form of reporting | Deadline for completion |
| 1 | 2 | 3 | 4 | 5 |
| **I. Permit from Scientific research’ ethics committee of Medical university – Varna** | | | | |
| 1. | Applying and receiving approval | Online application | Protocol for permission | First year of study |
| **II. Theoretical research and PhD exams** | | | | |
| 1. | Examination for the PhD minimum on the scientific major: ............................... | Written examination | Protocol for exams results |  |
| 2. | Examination for the PhD minimum on foreign language | Written and oral examination | Protocol for exams results |  |
| 3. | Main courses and exams of School for PhD students | Online in the Blackboard system. | Reference from School for PhD Students |  |
| 4. | Pedagogical training | Courses and trainings | Certificates |  |
| **III. Work on the PhD thesis:** | | | | |
| 1 | Analysis and statement of the research problem – preparing literature review.  Developing scientific hypothesis.  Elaboration of the PhD thesis’ purpose and problems. | Report and/or article | Discussion at a meeting of the Department |  |
| 2. | Theoretical and/or clinical and/or experimental work. | Report and/or article | Discussion at a meeting of the Department |  |
|  | Setting up the sections of the dissertation | Report and/or article | Discussion at a meeting of the Department |  |
| 3 | Finalization of the dissertation | Report and/or article | Discussion at a meeting of the Department |  |
| **IV. Publications in scientific magazines and collections on the dissertation topic (According minimal requirements in Appendix 1 of Regulations on academic staff development at Medical university Prof. Dr. P. Stoyanov – Varna)** | | | | |
| **V. Instructional and educational preparation - only for full-time PhD students** | | | | |
| 1 | Supporting the educational work in the Department (allowed for full-time PhD students up to 20 % of an assistant’s occupation) |  |  |  |
| **VI. Research work on other topics and tasks** | | | | |
| 1. | Participation in the organization of scientific events in the Department |  |  |  |
|  | Participation in the development of the research projects from the Department |  |  |  |
| **VII. Report of the accomplishments** | | | | |
| 1. | Report on the completed activities | Filling a Report form | Discussion at a meeting of the Department | Full-time and part-time doctoral students – at the end of each quarter;  self-study doctoral students – every 6 months. |
| **VIII. Attestation at the end of each academic year** | | | | |
| 1. | Doctoral students are attested by FC at the end of each academic year using a ‘PhD Student’s Attestation Card’ | Filling a PhD Student’s Attestation Card from the student and their supervisor | Discussion at a meeting of the Department and approval by FC. | At the end of every academic year |

PhD SUPERVISER:  
 /signature/

PhD STUDENT:

/signature/

HEAD OF DEPARTMENT:  
 /signature/