



PSIR

Department of Political Science and International Relations

D3.1 Regulation of doctoral studies of the Department (art. 91 of Law 4957/2022)



University of the Peloponnese

**Department of Political Science and
International Relations**

Regulation of Doctoral Studies

June 2024

Article 1. General principles

The third cycle of studies of the Department of Political Science and International Relations of the University of the Peloponnese is organized and operates in accordance with the provisions of Law No. 4957/2022, as amended and in force each time, the Regulations for the second and third cycle programmes of the University of the Peloponnese and the provisions of the present Regulation which specifies and supplements the current legislative framework. It aims to promote original scientific research and leads to the award of a Doctoral Degree (D.D.), which certifies the completion of original scientific research and the substantial contribution of its holder to the development of knowledge in the respective scientific field. Successful completion leads to level eight (8) of the National and European Qualifications Framework, according to article 47 of Law No. 4763/2020.

The third cycle of studies of the Department of Political Science and International Relations of the University of the Peloponnese is organised in two subprogrammes: a) the PhD Programme in "Political Science and International Relations" leading to the award of a PhD in Political Science and International Relations and b) the PhD Programme in "Southeastern European Studies" leading to the award of a PhD in Southeastern European Studies. This Regulation governs both PhD programmes and includes provisions specifying individual aspects of each programme, where appropriate.

Amendments to this Regulation shall be made in accordance with the procedures laid down in the legislation in force as amended and in force at any given time and in the Regulation of the Institution.

Article 2. Definitions

«Doctoral students» are the students that attend the third circle of studies.

The «supervisor» is responsible for the scientific and methodological guidance of the doctoral student throughout the preparation of the doctorate thesis.

«Preparation of doctorate thesis» is all the scientific activity that the doctoral candidates undertake within the third circle of studies in the department of Political Science and International Relations in order to complete the composition of their doctorate thesis and until they are nominated as doctors.

«Doctorate thesis» is the outcome that results from the composition of the doctorate thesis.

«Doctors» (of Philosophy) are the holders of a doctorate degree.

The terms «interested», «doctorate student», «supervisor», «doctor», «scientist» are used without discrimination as to the sex or other racial, or personal characteristic.

The use of the term «form» or «standard form» is not exclusive. For reasons of effective processing and saving resources, the terminology may concern the submission of electronic forms or the electronic registration of information etc.

Article 3. Responsible bodies and committees

The responsible bodies for the organization of the doctoral studies of the Institution are:

a) the Senate of the University of the Peloponnese

b) the Assembly of the Department

The responsibilities of the governing bodies of the doctoral studies are defined by the legislation in force at the time.

The Senate of the University is the responsible body for academic, administrative and organizational issues of doctoral studies and exercises those responsibilities not specifically assigned by law to other bodies.

The Assembly of the Department is responsible for the organisation of third-cycle study programmes and exercises all activities provided for by the provisions of Law No. 4957/202, as in force at any given time.

The Department of Political Science and International Relations of the University of the Peloponnese is responsible for the administrative support, organisation and operation of the Doctoral Studies Programme.

The Assembly of the Department may decide to establish a Doctoral Studies Committee. The Doctoral Studies Committee shall consist of five members of the Department's faculty, one member of which shall be appointed as the Academic Coordinator for the MSc in Political Science and International Relations and one member of which shall be appointed as the Academic Coordinator for the MSc in Southeastern European Studies. The Doctoral Studies Committee shall have a two-year term of office and shall recommend to the Departmental Assembly on matters relating to the operation and management of the doctoral studies programme:

- make recommendations to the Departmental Assembly on issues related to the implementation of the course programme comprising the doctoral studies programme in accordance with Article 9.2 of this Regulation,
- make recommendations to the Departmental Assembly on issues such as the (partial) revision of the organisation, content or research orientation of the DPS,
- consult with representatives of stakeholders in relation to the DSP, its implementation, and its continuous upgrading.

Article 4. Advisory Committee

The Departmental Assembly may appoint an Advisory Committee. The Advisory Committee is an advisory body that contributes with the submission of ideas and opinions to the continuous responsiveness of the curriculum and learning objectives of the P.D.S. to the needs of the labour market for graduates of the programme. The Advisory Committee, whose composition reflects a gender-balanced representation, is composed of eminent scholars and representatives of stakeholders, such as public, private and non-profit graduate employment agencies.

The members of the Advisory Committee may be up to five (5), have a two-year renewable term of office and are elected by the Departmental Assembly on the recommendation of the Doctoral Studies Committee. The Advisory Committee shall meet annually in a joint meeting with the Doctoral Studies Committee in preparation for the next academic year, but also on an exceptional basis if the need arises.

Article 5. Learning Outcomes

The intended learning outcomes of the Doctoral Studies Programme (DSP) lead to qualifications recognised for third-cycle students and develop knowledge, skills and abilities based on the National and European Qualifications Framework (EQF, NQF) and the Dublin Descriptors Level 8. The aim is to provide doctoral candidates with excellent scientific training in specialised areas of Political Science and International Relations and in Southeastern European Studies.

5.1. PhD Programme in Political Science and International Relations

Upon completion of the programme, doctoral students are expected at the level of knowledge, skills and abilities to:

- possess specialized knowledge in a specific subfield of the field of Political Science and International Relations as a basis for original thinking, understanding of cutting-edge issues in the specific field of knowledge and for the development of research and professional activity,
- demonstrate a critical understanding of the principles, theories, methodologies and practices underlying political science and international relations and understand the interrelationship with other disciplines such as economics, history, sociology, philosophy, European studies, law and public policy,
- have an increased critical understanding of the evolutionary dynamics and cutting-edge issues in the field of political science and international relations,
- apply in their research with fluency the theories and methodologies underlying political science and international relations and in particular the specific field of their research,
- apply with originality their specialised knowledge in analysing and finding innovative solutions to complex, (inter)scientific issues,
- are able to interpret, formulate valid judgements, evaluate relevant issues related to the specialised field of their PhD,
- to formulate inductively, in a scientifically informed manner, solutions to complex and new issues in the specialised field of their doctoral studies and to formulate valid judgements taking into account the relevant social, economic, cultural and ethical dimensions,
- substantiate their positions with specialised information and arguments relevant to the field of their doctoral studies, to a specialised or non-specialised audience with clarity, competence and precision,
- have independently developed their knowledge and skills to a high level,
- apply in the professional field the specialised knowledge and skills acquired to solve problems and deal effectively with new, (inter)scientific issues,
- promote, within academic and professional contexts, scientific, technological and social achievements in a knowledge-based society,
- take autonomous responsibility for education/training/teaching, as well as for managing a team and evaluate its performance.

5.2. Doctoral Studies Programme in Southeastern European Studies

The proposed doctoral programme promotes high-level social research on the region of South-Eastern Europe, and is predominantly multi- and/or interdisciplinary as well as interdisciplinary. The doctoral programme may conduct research grounded in theoretical and methodological approaches in political science, international relations, economics, sociology, sociology, social geography, political philosophy, European studies or other social sciences.

Upon completion of the programme, doctoral students are expected at the level of knowledge, skills and abilities to:

- have specialized knowledge in Area Studies and in the specific field of Southeastern European Studies as a basis for original thinking, perception of cutting-edge issues in the specific field of knowledge and for the development of research and professional activity,
- demonstrate a critical understanding of the principles, theories, methodologies and practices that underpin Area Studies and develop their ability to formulate and test original research hypotheses, to conduct original research that pushes the boundaries of knowledge and develops work of international significance in Southeastern European Studies,
- have an increased critical understanding of the evolutionary dynamics and cutting-edge issues in the field of Political Science and International Relations, and in particular in the field of Southeastern European Studies
- apply in their research with fluency the theories and methodologies that govern Political Science and International Relations and in particular Southeast European Studies where their research is conducted,

- apply with originality their specialised knowledge in analysing and finding innovative solutions to complex, (inter)scientific issues,
- are able to interpret, formulate valid judgements, evaluate relevant issues in the field of South East European Studies,
- articulate solutions to complex and new issues in the field of Southeast European Studies in an inductive and scientifically based manner, and formulate valid judgements taking into account the relevant social, economic, cultural and ethical dimensions,
- have independently developed their knowledge and skills to a high level,
- apply in the professional field the specialised knowledge and skills acquired to solve problems and deal effectively with new, (inter)scientific issues,
- develop their critical and synthesising skills, their communication with other members of the scientific community and wider society on issues of their specialisation within the field of South East European Studies,
- enrich their knowledge of their own discipline with knowledge of neighbouring disciplines so as to be receptive to interdisciplinary approaches and to promote scientific, cultural and cultural exchange in the field of their specialisation
- take autonomous responsibility for training/training/teaching, as well as for managing a team and evaluate its performance.

Article 6. Procedure and criteria for the selection of doctoral students

6.1 Application period.

A “call for expression of interest” is issued with the decision of the departmental assembly (from now on “call”) for conducting doctorate studies. It includes the following cases:

- 1) Conducting doctorate studies after the expression of interest. The interested students contact the relevant Members of Teaching Research Staff and the proposal for a doctorate thesis is formed with their collaboration and assent. In the call, this case is activated provided there is a Member of Teaching Research Staff who is able and wishes to undertake the supervision of a doctorate thesis in the specific fields.
- 2) Conducting doctorate thesis with assignment. The interested students submit an application form for conducting a specific thesis that has been suggested by a member of Teaching Research Staff and a selection process follows in order to select only one candidate for conducting the specific thesis. In the call, this case is activated provided that at least one position for conducting a thesis is proposed by a member of Teaching Research Staff.

For cases (1) and (2) above, a list of the names of the members of Teaching Research Staff with the number of doctoral students available to supervise in the context of the call is attached to each call, up to the maximum number of doctoral students to be supervised. The number shall be determined according to the data available at the time of publication of the call and shall be updated throughout the period the call is in force, subject to changes, with the agreement of the member of TRS.

The call is issued up to once per academic term. The deadline for submitting applications is three (3) calendar months with a deadline at the end of the teaching period of the term during which it is published. The relevant dates come from the academic calendar of the university, are specified with a decision from the Departmental Assembly and are mentioned in every call. The call sets a time limit only for the application period and not the ability or the period of time that the interested students can contact members of Teaching Research Staff for potential collaboration in conducting a doctorate thesis. A prerequisite for an application to be considered is the communication and agreement of the applicant with the potential supervisor on the topic and the proposal submitted.

6.2. Requirements for applying for a PhD Thesis conduction

Anyone who holds a postgraduate degree awarded by a Higher Educational Institution (HEI) in Greece or abroad is eligible to apply for enrolment in a doctoral programme.

All applicants must have a certificate of proficiency in English at the 'Very Good C1/C1' level recognised by the Supreme Personnel Selection Board (SPSB), or a recognised first or second-cycle degree awarded by an institution whose main language is English.

The application procedure and the supporting documents required are explicitly mentioned in the call for applications.

6.3. Required supporting documents

Any applicant who fulfils the requirements of article 6.2 of the Regulations for Doctoral Studies may submit an application to the Assembly of the Department.

The application shall include at least the following information:

- The proposed title of the doctoral thesis,
- A short memo on the subject of the doctoral thesis,
- A short abstract of the thesis, including a brief outline of the thesis proposal, a brief description of the thesis topic, a short abstract of the thesis proposal, a brief description of the research topic, and a description of the language in which it will be written, which may be a language other than Greek,
- Proposed supervisor of the doctoral thesis whose field of knowledge or scientific work is related to that of the doctoral thesis to be written.

The application is accompanied by:

- A detailed Curriculum Vitae including, if available, any participation in research, scientific conferences, and scientific publications,
- A copy of the degree/diploma,
- Copy of a Master's degree from a national or equivalent foreign institution,
- English language certificate of C1 level. Graduates of English-speaking universities are exempted from the obligation to produce a language certificate,
- Proven good knowledge of a second foreign language (B2 level), if available,
- Two letters of recommendation from members of Teaching Research Staff,
- A copy of your identity card.

In the case of qualifications from foreign institutions, the Assembly of the Department appoints a competent committee in order to ascertain in accordance with the provisions of Article 304 of Law 4957/2022 as amended and in force:

- a) whether the institution awarding the degree is included in the National Register of Recognized Foreign Institutions maintained and updated by the D.O.A.T.A.P.
- b) if the foreign qualification is included in the National Register of Types of Qualifications of Recognised Institutions, which is published on the website of the D.O.A.T.A.P.

Candidates must produce a certificate stating the place of study, issued and sent by the foreign university. If the place of study or part of the studies is confirmed as being in Greece, the certificate will not be recognised unless the part of the studies undertaken in Greece is at a public higher education institution.

All interested parties without exception must submit an application file with the supporting documents as specified in the call for applications. Additional information or documentation may be requested during the evaluation of the application on a case-by-case basis.

6.4. Selection procedure for doctoral candidates

The selection of doctoral candidates in each doctoral programme is carried out by decision of the Departmental Assembly.

The Department's Secretariat checks the completeness of the applications and the correctness of the supporting documents submitted, in accordance with the legislation in force and the present Regulation, and then forwards the applications and the attached supporting documents to the Department's Assembly for evaluation.

The Departmental Assembly may, before taking a decision on one or more applications, appoint three-member advisory committees consisting of members of the Department's teaching and research staff, assigning each committee to advise on a set of applications. Each panel of three will examine the applications and the accompanying documents and may invite the candidates to an interview. It shall then submit to the Departmental Assembly a memorandum setting out the reasons why each candidate should or should not be admitted and the proposed supervisor if one has not been proposed by the candidate.

The memoranda of the committees shall be taken into account by the Departmental Assembly in the discussion concerning the approval of the applications concerned.

The Assembly of the Department, after taking into account the opinion of the proposed candidate and the committee's memorandum, decides in a well-founded manner to approve or reject the candidate's application. The decision of the Assembly shall specify:

- the supervisor of the thesis
- the members of the three-member advisory committee, which will provide a framework and support for the preparation and writing of the thesis, and
- the language in which the thesis will be written, which may be a language other than Greek.

The academic criteria for the selection of doctoral candidates are as follows:

1. first degree grade
2. grade of a Master's degree (in a subject related to the call for applications)
3. proven good knowledge of a second foreign language (B2 level).
4. the prospect of carrying out original research. Research ability is demonstrated by a) the original research proposal submitted by the candidates, b) publications in peer-reviewed journals, c) participation in peer-reviewed conferences and, d) participation in research projects as recorded in the Detailed Curriculum Vitae.

The deadlines for the completion of the relevant procedures per call are set by decision of the Departmental Assembly and are announced in good time through relevant announcements.

The registration of doctoral students takes place within 30 days from the date of the meeting of the Departmental Assembly during which the approval of the applications of the candidates was decided. The start of the Thesis coincides with the beginning of the teaching period of the following semester.

The names of the doctoral candidates, the supervisors, the members of the advisory committee, the titles of the theses and a short summary of the theses are posted on the Department's website in Greek and English.

6.5. Exceptions

The cases of applications for scholarship or funding for conducting a doctorate thesis through a competitive or similar process, such as an invitation or call for applications for funding doctorate research by National, European or other International bodies or organizations are exempted from the above deadlines and submission and assessment processes.

In these cases, the interested students can contact the potential supervisor on their own initiative or vice versa, in order to claim funding or an exceptional or additional call of interest can be issued by the department on the initiative of the potential supervisor. In these cases, the potential supervisor is responsible for assessing and selecting the candidate with whom s/he will collaborate in claiming funding.

Article 7. Supervision of Doctoral Candidates

7.1. Right of supervision

The assignment of a supervisor and the appointment of a three-member advisory committee for the doctoral candidate shall be made in accordance with the provisions of Article 94 of Law 4957/2022 as amended and in force.

By decision of the Assembly of the Department of Political Science and International Relations, the three-member Advisory Committee is appointed, including the supervisor.

The members of the Advisory Committee may participate as members:

- Members of the Teaching and Research Staff (T.R.S.) of each level of the Department of the H.E.I.,
- members of T.R.S. of other Departments of the same or another H.E.I.,
- Emeritus Professors and retired members of T.R.S.,
- members of teaching and research staff in Higher Military Educational Institutions and Higher Ecclesiastical Academies,
- researchers of any rank serving in research and technological institutions under Article 13A of Law No. 4310/2014 (A' 258), including the Academy of Athens, provided that they have a doctoral degree and research activity related to the subject of the doctoral thesis,
- professors of foreign institutions and researchers of foreign research organisations.

The members of the three-member advisory committee have either the same or related subject matter or the same or related scientific work as the doctoral thesis to be prepared. The number of retired members of Teaching Research Staff participating as members of the tripartite advisory committee may not exceed one.

At least one member of the three-member advisory committee shall come from another higher education institution in Greece, other than the University of the Peloponnese, or from abroad.

The three-member advisory committee is responsible for supporting the doctoral candidate during the process of preparing and writing the doctoral thesis and monitoring its progress. The supervisor and the members of the advisory committee are not entitled to any remuneration or other compensation for supporting the preparation of the doctoral thesis.

7.2. Maximum limit of supervision of doctorate candidates

The maximum limit for the supervision of doctoral theses per member of Teaching Research Staff is five (5) doctoral candidates in total.

This limit may be exceeded for the supervision of up to one (1) doctoral candidate in the context of the internationalisation of the Department and the operation of the foreign language MSc, as well as an additional two (2) doctoral candidates whose doctoral thesis is directly funded by a national or European or other funding programme.

Furthermore, the limit can be exceeded for the supervision of doctorate candidates with co-supervision.

7.3. Replacement of Supervisor or Members of the Advisory Committee

If one of the members of the three-member advisory committee, including the supervisor, is absent or unable to fulfil his/her duties, at the request of the supervisor or the doctoral candidate, the Departmental Assembly may decide to appoint a replacement until the completion of the doctoral thesis, even if the maximum number of doctoral candidates that each supervisor may have is exceeded.

7.4 Removal or retirement of supervisors or members of the three-member advisory committee

If the supervisor or member of the three-member advisory committee moves to another Department of the UOP or another HEI or retires, he/she may continue to hold the status of supervisor of the doctoral thesis, if he/she consents, and the title is awarded by the University of the Peloponnese, where the Department of Political Science and International Relations where the thesis was initiated belongs.

8. Doctoral theses with co-supervision

Third-cycle study programmes for the preparation of a doctoral thesis with co-supervision are organised by the Department in collaboration with one (1) or more departments of the Institution or other higher education institutions in Greece, Higher Military Educational Institutions, Higher Ecclesiastical Academies, research and technological institutions of article 13A of Law No. 4310/2014 (A' 258), Research University Institutes, the Academy of Athens, as well as with foreign institutions. The partnership with educational institutions of non-formal post-secondary education of Law 3696/2008 (A' 177) is not allowed.

In the case of co-supervised doctoral theses, a Special Cooperation Protocol (SPC) is drawn up between the collaborating institutions, which is approved by the relevant collective bodies of the collaborating institutions and includes the specific terms of cooperation for the preparation of the doctoral thesis.

Article 9. Preparation of a Doctoral Thesis

9.1. Attendance of first and second cycle courses

Doctoral candidates have the right to attend, without examination, courses of the first and second cycle of studies that are relevant to the subject of their thesis upon request. The supervisor may also recommend the attendance of courses of the first and second cycle of studies if he/she considers that they are relevant to knowledge useful for the preparation of the doctoral thesis.

9.2. Structure of the doctoral thesis programme

a. The structure of the programme is structured as follows:

Year 1: 60 ECTS credits (European Credit Transfer System)

During the first (1st) year of the doctoral thesis, doctoral candidates are required to attend compulsory courses offered by the Department of Political Science and International Relations. The assignment of courses is made by decision of the Assembly of the Department. The programme is taught by members of the teaching and research staff of the Department of Political Science and International Relations and other departments of the University of the Peloponnese or other departments of universities in Greece and cooperating universities abroad, as well as other categories of lecturers in accordance with the provisions of Law No. 4957/2022 concerning Postgraduate Studies Programmes. The successful completion of the compulsory courses of the first year is a prerequisite for the completion of the doctoral thesis. The structure of the programme is:

Semester A

A/A	Course Title/Educational-Research Activities	ECTS	Teaching Hours
1	Research Methods in Social Sciences and Humanities I	5	2x7
2	Research Issues in Political Science and International Relations	5	2x7
3	Research and Thesis Writing)	20	-

Total		30	
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Semester B'

A/A	Course Title/Training-Research Activities	ECTS	Teaching Hours
1	Research Methods in Social Sciences and Humanities II	5	2x7
2	Research Issues in Area Studies	5	2x7
3	Research and Thesis Writing	20	-
Total		30	

2nd year: 60 ECTS credits (European Credit Transfer System)

- Conducting research and writing a doctoral thesis

Year 3: 60 ECTS credits (European Credit Transfer and Accumulation System)

- Completion of research

- Writing of a doctoral thesis

-Public support for the thesis

Minimum total ECTS credits for the award of the doctoral degree: 180 ECTS.

The course teaching programme may be implemented in synchronous, asynchronous and hybrid formats.

Modification of the Course Programme and reallocation to the semesters of the programme may be made by decisions of the competent bodies and in accordance with the procedures provided for by the legislation in force.

b. Language of course attendance and assessment

The language of attendance and evaluation of the courses in the Doctoral Programme "Political Science and International Relations" may be either Greek or English.

In the Doctoral Programme in Southeastern European Studies, the language of attendance and assessment shall be English.

c. Course Descriptions

Course: Research Methods in Social Sciences and Humanities I (first semester)

The ambition of this course is to introduce students to the general spirit of original research and to cultivate critical research skills. It teaches fundamental issues of research such as writing a research project, and the ethical dimension of research, and discusses methods of theoretical exploration of new ideas and their application to research. It also aims to familiarize students with established methods of collecting and techniques of quantitative-statistical and qualitative data analysis, including the use of primary sources in literature research, expert interview techniques, questionnaires and focus group interviews.

Course: Research Methods in Social Sciences and Humanities II (2nd semester)

The aim of this course is to broaden the range of research skills that students are required to develop by asking specific methodological questions in the field of social, political and human sciences. The course opens with issues of historiography and continues with further ontological and epistemological questions. It also considers issues such as the study of social movements, and methods for investigating ethical phenomena and political systems, and a lecture is devoted to research methods used in European Studies.

Lesson: Research Issues in Political Science and International Relations (1st semester)

The main objective of this course is to expose Doctoral Students to the research process with the aim of academically strengthening DS through their confrontation with central concepts and critical issues in the field of Political Science and International Relations such as the concept of sovereignty, the relationship between religion and international politics, the study of civil society, and the place of women in politics. It also

addresses issues of militant politics and violence, such as populism, insurgency and revolution, and the theory of just war. The course aspires to expose doctoral students to knowledge and fields of study that they can utilize in their doctoral studies and to enrich the knowledge of their specific discipline with the knowledge of neighboring disciplines so that they are receptive to interdisciplinary approaches and promote scientific, cultural and technological progress in the knowledge society. The programme varies each year.

Lesson: Research Issues in Area Studies (second semester)

The aim of this course is to enrich the knowledge of DS on specific topics in the discipline of Southeastern European Studies, as well as in the adjacent fields of European and Area Studies in order to strengthen the academic strength of DS, thus encouraging interdisciplinary considerations and inspiring innovative research approaches. DS are thus exposed to central concepts and critical issues in the interdisciplinary field of Area Studies in relevance to European and Southeastern European Area Studies. To this end, the course includes lectures on related topics and concepts such as: nationalism in the Balkans, critical geopolitics in Southeast Europe, the question of democracy and the rule of law in Southeast Europe, foreign policy, post-colonial perspectives in Southeast Europe, issues of public policies in Greece.

Conducting research and writing a doctoral thesis

Doctoral Candidates implement the research in the subject of their doctoral thesis according to the annual planning and complete the writing of their doctoral thesis.

8. Monitoring and evaluation of educational activities

Attendance of all educational activities is mandatory and is a prerequisite for the successful completion of the doctoral programme. Attendance is sufficient if the total number of absences of the doctoral candidate does not exceed 20% of the total duration of each course. For special reasons, the percentage of absences is increased by 10%. These reasons must be due to objectively serious reasons and must be documented by a signed note from the doctoral candidate to the Department's Secretariat, accompanied by sufficient supporting documents, which must be submitted no later than the tenth day after the doctoral candidate's return to the courses and on which the supervisor will decide. In all cases, participation and attendance shall be established under the responsibility of the lecturers of the courses.

The evaluation of the doctoral candidates in each course shall be marked 'pass' or 'fail'.

The evaluation of the performance of each doctoral candidate shall be completed within the academic term in which the course is taught and the results of the evaluation shall be communicated within 15 days of the completion of the last evaluation activity and recorded in the annual progress report.

In case of failure, a re-evaluation is foreseen in the September session. In the event of a further failure, a second re-evaluation shall be possible within 6 months of the communication of the results of the first re-evaluation. The results of the assessments are recorded in the annual progress reports as 'successful' or 'unsuccessful' attendance, by course, and the Regulations apply.

9.3 Duration of the doctoral thesis

The duration of time for a doctoral degree may not be less than three (3) full calendar years from the date of appointment of the three-member advisory committee. The maximum duration for completion of the thesis is set at six (6) calendar years, including the academic year of acceptance into the doctoral program.

Before the completion of the sixth calendar year from the date of acceptance, doctoral candidates shall submit a justification report in which they explain in a well-founded and adequate manner the reasons for the pending completion of their thesis. In the case of failure to submit a justification report in accordance with the procedures laid down in the Regulation, the DSs will be deleted without further notice following a decision of the Departmental Assembly and at the end of the 6th calendar year.

The Explanatory Memorandum shall be assessed by the three-member Advisory Committee within two months of its submission. If the justification is rejected by a majority vote, the doctoral candidate shall be withdrawn without further notice at the end of the 6th calendar year. If the justification is accepted, by the decision of the Assembly of the Department, the doctoral candidate is given up to one (1) more calendar year from the date of the decision to complete the writing of his/her doctoral thesis and submit it for examination. After this deadline, if the doctoral thesis has not been submitted in full, the doctoral candidate shall be removed from the list of doctoral candidates without further notice.

Those doctoral candidates who already hold a doctoral degree in the social sciences may be exempted, in whole or in part, from the obligation to attend the doctoral studies programme, following their application and a decision by the Departmental Assembly.

9.4. Language of the thesis

a. Doctoral Programme in Political Science and International Relations

The doctoral thesis shall be written in a language decided by the Assembly of the Department, taking into account the language proposed by the candidate in his/her application. If the language of writing of the doctoral thesis is Greek, it is required to include an extended abstract in English. If English is chosen as the language of writing, with the permission of the supervisor, the candidate is required to include an extended abstract in Greek.

For the preparation of the thesis in a language other than Greek, the doctoral candidate must have a language proficiency certificate in the language of interest at the level "Excellent C2/C2" recognised by the SPSB, or the doctoral student must have a recognised first or second cycle degree awarded by an institution whose main language is the language in which the thesis is to be written.

In addition, there must be evidence of competence in the language of the thesis, of the supervisor, and the members of the advisory committee.

The choice of language may be modified once up to the third year of study on the recommendation of a majority of the members of the three-member advisory committee and with the agreement of the supervisor.

b. Doctoral Programme in Southeastern European Studies

The doctoral thesis is written in English.

9.5. Suspension of studies

Each doctoral candidate has the right, provided he/she has not exceeded the maximum duration, to apply once with a sufficiently justified request for the suspension of the doctoral thesis in exceptional cases (e.g. reasons of health, force majeure, serious family and special professional reasons). The suspension is approved by the Departmental Assembly on the recommendation of the Tripartite Advisory Committee and its duration may not exceed two years. The period of suspension does not count towards the maximum time allowed for the preparation of a doctoral thesis. During the period of suspension, the rights and benefits provided for doctoral candidates shall not be enjoyed. At the end of the suspension, the candidate may continue his/her studies in accordance with the conditions then in force.

9.6. Annual planning

Within three months of the decision of the Departmental Assembly accepting the application for a doctoral thesis and on an annual basis, the doctoral candidate, in collaboration with the supervisor and the members of the three-member advisory committee, shall establish annual objectives that are expected to be achieved during the academic year and up to the following academic year. This target may be of a general nature intended to provide a benchmark for the annual assessment of progress. It shall be entered on a specific form in the candidate's file.

9.7. Review of progress

The Review of Progress of doctoral candidates is carried out each academic year, in accordance with the procedure of par. 2 of article 93 of the Law. 4957/2022. The documentation of the procedure is done using special forms of the department (Planning and Review of Annual Progress Form) which are submitted to the Secretariat every 15 December. The details of the procedure (such as date, method, place and duration of presentations, etc.) are regulated by a decision of the Departmental Assembly, which is announced in good time to the interested parties.

As part of the procedure, the three-member advisory committee will decide whether the progress achieved is (a) 'below expectations', (b) 'worthy of expectations' or (c) 'above expectations'. This judgement is advisory in nature and is used so that the members of the committee, in collaboration with the doctoral candidate, can realistically define the objectives of the thesis for each academic year with the ultimate goal of its successful and timely completion.

Doctoral candidates who make 'below-expectation' progress for two consecutive years shall, within one month of the evaluation, submit a justification report explaining adequately the reasons for their inability to make satisfactory progress in the preparation of their thesis. The justification report shall then be evaluated within one month by the three-member advisory committee. If the justification is accepted by a majority, the doctoral candidate shall be given until the next annual progress review to achieve the objectives identified by the tripartite advisory committee. If the justification is rejected by a majority vote, or if the progress achieved is judged for the third year in a row to be 'below expectations', the doctoral candidate will be withdrawn without further notice by the decision of the Departmental Assembly.

9.8. Rights and obligations of doctoral candidates

Doctoral studies are offered free of charge.

Doctoral candidates have the rights of postgraduate students and any other rights set out in these regulations for doctoral studies.

Up to five (5) years after the completion of their doctoral thesis, they retain rights to access, borrow and use the electronic services of the university libraries.

The Department shall ensure that students with disabilities and/or special educational needs have accessibility to proposed programs and classrooms.

Doctoral candidates have the following obligations:

- a) to submit a detailed written memorandum on the progress of their thesis annually to the three-member advisory committee and to make an oral presentation on the progress of the thesis. A copy of the memorandum, comments on it by the supervisor or the tripartite advisory committee and progress reports shall be placed in the candidate's individual file.
- b) cooperate with the supervisor and the members of the advisory committee in supporting the preparation of the thesis,
- c) Doctoral candidates may participate in research projects/programmes of the University of the Peloponnese and receive scholarships within the framework of co-funded, self-funded or other projects/programmes for the financial support of their doctoral research.
- d) to participate in the educational process, providing auxiliary teaching work, according to the needs of the first and second cycle programmes of the Department, on the recommendation of the supervisor, as defined in the relevant article of this Regulation.
- e) Any other obligation specified in the Regulation for Doctoral Studies.

9.9. Change of the title of the Doctoral Thesis

A partial change of the title of the doctoral thesis may be made following a well-founded recommendation of the Tripartite Advisory Committee and approval by the Departmental Assembly. The recommendation to change the title of the doctoral thesis may be submitted by the three-member advisory committee together with a detailed report to the Departmental Assembly requesting the appointment of a seven-member examination committee for the public support of the doctoral thesis.

9.10. Status and title of 'Trainee' and 'Associate' researcher

As an incentive for the participation of doctoral candidates in the work and fulfilment of the Department's mission, the following titles and distinctive titles are provided:

1) "Trainee Researcher" with or without the designation "Political Science and International Relations" or "In Southeastern European Studies" if the doctoral candidate undertakes at least two (2) tasks in addition to the compulsory ones, of which a maximum of one (1) is of a teaching nature. The status is conferred annually in any year of study and ceases to be conferred after six (6) academic years from the start of the doctoral thesis. In English, the title should be given as 'Assistant Researcher' with or without the designation 'in Political Science and International Relations' or 'in Southeastern European Studies'.

2) "Associate Researcher" with or without the designation "Political Science and International Relations" or "in Southeastern European Studies" if the doctoral candidate undertakes at least three (3) duties in addition to the compulsory duties, of which at least one (1) is of a teaching nature. The title of Associate Researcher is awarded annually to doctoral candidates in their second or higher year of study and ceases to be awarded after five (5) academic years from the start of the doctoral thesis. In English, the title is given as 'Associate Researcher' with or without the designation 'in Political Science and International Relations' or 'in Southeastern European Studies'.

Each status is activated by the assignment of the duties by the Departmental Assembly and lasts until the end of the academic year in which it is conferred.

Whenever and wherever it is necessary to specify the status of the doctoral candidate, the title (a) or (b) above is obligatorily indicated near the status of "Doctoral Student" as well as the university affiliation, i.e. "Department (or Department) of Political Science and International Relations, University of the Peloponnese, Greece"

At the end of the respective academic year, a relevant certificate, respectively for each title, is issued for future use by the doctoral candidate, provided that the tasks have been performed well and diligently. The manner of supervision of the tasks shall be decided by the Departmental Assembly together with the assignment of the tasks. The evaluation shall be made by means of a standardised form. For tasks of a teaching nature, the opinion of the students taught shall also be taken into account.

In each academic year, the designation 'with distinction' may be added to the certificate of a single doctoral candidate in cases (a) and (b), who has been generally acknowledged to have performed the duties with outstanding diligence and results. The commendation shall be awarded annually by a majority decision of the Assembly of the Department.

In the event that the assignment or assumption of duties is made outside the procedure provided for in this Article, no status or title with the affiliation of the Department of Political Science and International Relations may be conferred other than those provided for in this Article. Therefore, in the case of similar or identical titles and attributes conferred by other structures, within or outside the Department, the doctoral candidate should make clear the affiliation under which the corresponding title was conferred (e.g. "Researcher in training at the Research Centre for Political and Social Sciences", "Researcher in training at the Research Centre for Political and Social Sciences", "Researcher in training at the Research Centre for Political and Social Sciences").

9.11. Academic ethics - Plagiarism

The doctoral thesis must reflect the original research conducted by the doctoral candidate during the course of the thesis. The use of third-party sources is considered essential for scientific research, but their use should be done in such a way that it is clearly distinguished which part of the thesis is the work of the doctoral candidate and which part is material from third-party sources, and references to the third-party sources used should always be given. Violation of these rules constitutes plagiarism, which is not acceptable in academia and constitutes a serious disciplinary offence for members of the academic community.

The issues of plagiarism and academic ethics are regulated by the Regulation against Plagiarism of the University of the Peloponnese (Senate Decision No.18/30.06.2021, Session 193), as well as by the Regulation of Principles and Operation of the Ethics Committee of the University of the Peloponnese (Research Committee Decision 8/21.11.2023, Session 241) as amended and in force.

9.12. Reasons for the exclusion of doctoral candidates

By decision of the Assembly of the Department, doctoral candidates are removed from the registers of doctoral candidates if:

- a) they have violated the applicable provisions regarding the treatment of disciplinary offences by the competent disciplinary bodies,
- b) they have committed criminal acts that expose and damage the University or the Department, and more specifically the following acts provided for by Article 197 of Law No. 4957/2022:
 - Destruction of property of the HEI, movable or immovable, used by the HEI or members of the university community,
 - obstruction of the proper functioning of the UAS, including both its educational, research or administrative functioning and the functioning of its unilateral and collective bodies and services, as well as the use of its facilities and equipment,
 - the use of prohibited substances, falling within the scope of Law No. 4139/2013 (A' 74), within the HEI and any contribution to the trafficking of such substances,
 - committing any misdemeanour or felony if it is related to the student status.
- c) not successfully completing the course of study set by the Assembly of the Department.
- d) the annual progress of the thesis is judged to be "below expectations" for three consecutive years, as defined in Article 9.7 herein.
- (e) failing to submit an annual report on the progress of their thesis in accordance with Article 9.7 herein.
- (f) failing to submit a justification report on the non-completion of the thesis or if the justification report is rejected in accordance with Article 9.3 herein.
- g) the 6th year of the doctoral thesis has elapsed without the thesis having been submitted for examination, except in cases where a new date for submission of the thesis has been given, and in accordance with the provisions of Article 9.3 herein.
- (h) submit a request to be removed from the thesis.

In all the above cases except case (h), before adopting a decision to withdraw a doctoral candidate, the responsible body must invite the doctoral candidate to a hearing and present his/her views.

9.13. Dispute Resolution

In case serious problems arise between the doctorate candidate and one or more members of the three-member advisory committee, which are of administrative form or regarding the supervision procedure, the issue can be referred to the departmental Assembly which makes a decision regarding its resolution.

In case problems arise that concern the scientific method or the scientific substance of the research, the three-member advisory committee is responsible for their resolution. In exceptional cases, with a decision of the departmental Assembly, the opinion of two more scientists can be sought, except for the members of the three-member advisory committee, whom the Assembly will address especially for this case. The scientists can come from within or outside the department, they must meet the conditions for supervision of a doctorate thesis required by the law and have scientific relevance to the issue that needs to be resolved. The issue is resolved finally by a majority vote of the members of the advisory committee plus the two scientists that were called for this reason.

Article 10. Auxiliary work of doctoral candidates

PhD candidates have the obligation, in accordance with the current legislation (article 93, paragraph 2.c. and article 175 of Law 4957/21.07.2022) as each time in force, to provide supplementary teaching work in accordance with the needs of the first degree programs and of the second cycle of studies of the Department, following the suggestion of the supervisor.

The duties are undertaken depending on the year of study as follows:

- 1) Minimum mandatory tasks for all PhD candidates up to and including the sixth year from the start of the PhD thesis. They are detailed in Appendix I. Failure to comply with the mandatory duties is recorded in the doctoral candidate's annual evaluation report.
- 2) Additional optional tasks, first year of studies. These duties are in addition to the minimum mandatory duties. They may be undertaken by a PhD candidate who is in or has completed the first year of study. They are divided into Academic (A) and Teaching (D) forms and are analyzed in Appendix I.
- 3) Additional optional tasks, second year of studies. These duties are in addition to the minimum mandatory duties. They may be undertaken in conjunction with optional tasks of the first year of study by a PhD candidate who is in or has completed the second year of study. They are divided into Academic (A) and Teaching (D) forms and are analyzed in Appendix I.
- 4) Additional optional tasks, third or higher year of study. These duties are in addition to the minimum mandatory duties. They may be undertaken in conjunction with optional duties of the first and second year of study by a PhD candidate who is in or has completed the third year of study. They are divided into Academic (A) and Teaching (D) forms and are analyzed in Appendix I.

The process of offering and requesting optional assignments is done through standardized forms, the processing and validation of which is completed in time before the start of each academic semester. Subsequently, the Assembly of the Department proposes and decides the distribution and nominal assignment of duties by category.

The undertaking of the duties is in addition to and beyond the commitments arising from the due diligence of the doctoral candidates in the preparation of their doctoral thesis and does not justify, in any case, the absence of satisfactory achievement of annual progress in the preparation of the thesis. The assumption of duties, in no case, is not an indirect or direct criterion for the evaluation of the thesis.

Doctoral students may be compensated for taking on optional duties from the department's resources if this possibility exists, by the decision of the relevant bodies, in accordance with the prescribed procedures and the applicable legal framework.

In any case, the assumption of duties should be done sparingly and per PhD candidate may not exceed four (4) distinct duties per year from those listed in Appendix I, in addition to the mandatory ones. Doctoral students have the right to undertake optional duties up to the fifth academic year of the third cycle of studies. Modification of this limit can only be done by amending this regulation.

At the end of the academic year, a certificate of performance of duties is issued for future use by the doctoral candidate.

Article 11. Defence/Assessment of Doctoral Thesis

11.1. Writing of doctoral Thesis

The doctoral thesis must fully comply with the standards of linguistic editing, structure, and appearance of the University of the Peloponnese, as specified within the Department of Political Science and International Relations.

In any case, the text of the doctoral thesis should be original, linguistically, syntactically and grammatically correct, scientifically sound, and of a structure and scope that is not disproportionate to the scientific issue it deals with and its scientific contribution.

The doctoral thesis should clearly and explicitly identify the research approach, the research question and/or individual research questions, as well as the main findings that emerged. In all cases, the contribution of the thesis to science should be clearly documented and analysed.

Details concerning the formatting of the doctoral thesis (such as page or word limit, formatting elements, references, etc.) are specified in the guide to formatting a doctoral thesis, a document available on the Department's website, which must be followed by the doctoral students.

The doctoral thesis template available in electronic format from the Department's website is mentioned in the Appendix to these Regulations and is mandatory.

11.2. Possibility of public support for the thesis

In addition to the minimum duration stipulated by law, the minimum requirements for the possibility of public support for the doctoral thesis are as follows:

a) the doctoral student shall have participated with a refereed paper in at least one regular international conference organised by a scientific body or organisation relevant to the field of research.
and

b) the doctoral student has published at least one publication, resulting from his/her research, in a reputable international scientific journal registered in international bibliographic databases (Scopus) after peer review, or has published at least two chapters in two different foreign-language edited volumes published by reputable publishers at the invitation of the editors respectively, at least one of which publications must be independent.

The quality and completeness of compliance with the above requirements will be judged by the three-member advisory committee. This opinion shall be documented in detail in the report that approves or rejects the request for public support of the doctoral student's thesis.

11.3. Public defence for the thesis

PhD students who have completed the writing of their doctoral thesis and meet the minimum requirements for the public support of the thesis submit:

- a) a draft of the thesis
- b) application to the three-member advisory committee for its public support and
- c) submission of a text identification check result from the "Turnitin" plagiarism detection software at a rate of less than 20%

The three-member advisory committee checks the draft of the thesis for the degree of compliance with the specifications of doctoral theses, as well as the quality and completeness of the thesis, linguistically, epistemologically and scientifically, and checks the thesis for signs of plagiarism. The committee affirms its observations accordingly and competently in the prescribed introductory report, which is drawn up according to the Department's standard, and accepts or rejects the doctoral student's application for its public support and evaluation. Subsequently, the procedure provided for in Article 95 of Law No. 4957/2022 as amended and in force. Specifically:

If the three-member advisory committee does not accept the PhD student's application, it returns the thesis to the candidate with specific comments for improvement and sets a deadline for submitting the thesis with corrections no longer than six (6) months. If the three-member advisory committee again rejects the PhD student's application for public support and evaluation of the thesis, the Department's Assembly deletes the PhD student. Deletion by decision of the Assembly is also foreseen if the PhD student does not submit the corrected version of the thesis by the deadline.

If the three-member advisory committee accepts the PhD student's application, it prepares, within two (2) months at the latest from receipt of the thesis, a detailed introductory report and submits it to the Departmental Assembly requesting the appointment of a seven-member examination committee.

After the written positive recommendation of the three-member advisory committee to the Departmental Assembly, the Assembly, within two (2) months, appoints, by its decision, a seven-member examination committee for the judgment and evaluation of the doctoral thesis.

The members of the three-member advisory committee and four (4) more members, who belong to the categories of paragraphs a) to f) of paragraph 1 of article 94 of Law 4957/2022, are mandatorily designated as members of the seven-member examination committee.

At least four (4) of the seven (7) members of the examination committee are members of Teaching Research Staff belonging to the University of the Peloponnese.

The examination of the thesis takes place no later than 90 days from the date of the appointment of the seven-member examination committee by the Departmental Assembly and the transmission of the thesis to the members of the committee.

The doctoral thesis is publicly defended by the doctoral student before the seven-member examining committee, which puts questions to the candidate. Public support is provided in the language of the thesis. In

the event that it is different from Greek, language proficiency in the corresponding language should be presumed for the members of the seven-member examination committee.

The details of the public support of the doctoral thesis, such as place, duration and date, are determined by means of an announcement of the department. The meeting for the public support of the thesis may also be held by means of videoconferencing if it is not possible for all members of the examination committee to be physically present. For teleconferencing, GUNET infrastructure, such as e-presence, or platforms used by the Department for the provision of distance education shall be used. At the end of the public support of the thesis, the members of the examination committee who participated in the process judge the thesis by classifying it as follows:

α) 'Successful without need for revision'

(b) 'Successful but in need of revision'

(c) 'Unsatisfactory - needs major revision'

The doctoral thesis is approved if it is judged successful by five or more members of the examination committee, i.e. with any combination of a, b. The mark of an approved thesis may be 'Excellent', 'Very Good' or 'Good' and in exceptional cases with the mention 'Excellent with praise' and shall be recorded in the relevant thesis evaluation record. The overall performance of the doctoral thesis is derived from the predominant value among the judgements received. The individual judgements and evaluations of the members of the examination committee who were present are clearly indicated on the evaluation sheet.

In case (b), the required revisions shall be listed and documented by the members of the committee recommending them, collectively or individually. The doctoral student shall then improve the thesis in accordance with the recommendations of the members of the committee and resubmit it within a deadline to be set by a majority vote of the examination committee. The time limit shall be set in multiples of one month with a maximum of six months from the date of public support. The text of the improved thesis shall be approved or rejected by a majority vote within one month of its submission, after which the grade of the thesis shall be established. In case of rejection, the matter is referred to the Departmental Assembly for a final decision or to set a new procedure from now on.

If the thesis is rejected, the members of the seven-member examination committee who have prevailed shall document their judgment in detail, list and recommend the necessary revisions and a reasonable deadline for revision and resubmission of the thesis. The public support of the thesis is then resumed. If the revised thesis is not submitted on time or is again judged to be inadequate, then the doctoral student will be removed from the department's register of doctoral students without further notice.

Whenever the thesis is accepted in its entirety, the doctoral student is awarded the title of Doctor of Philosophy by decision of the Assembly of the Department in accordance with the procedures in force and the provisions of the Institution's Statutes and Regulations.

Article 12. Announcement and appointment of PhDs

Doctoral students who have fulfilled all the requirements for the award of a Doctoral Degree, as provided for in the present Regulation for Doctoral Studies and the applicable legislation, are proclaimed as doctoral holders by the Assembly of the Department.

The procedure to be followed prior to the conferral of a Ph.D. includes:

- Application for participation in the proclamation-appointment.

- Submission of a thesis to the Department Secretariat in digital format.
- Submission of a textual match check result from the plagiarism detection software "Turnitin" of less than 20%.
- Deposit of the thesis in the Institutional Repository in electronic form.
- Deposit of the thesis at the National Documentation Centre in collaboration with the Departmental Secretariat.
- Any other supporting documentation deemed necessary by the three-member advisory committee.

The date for the swearing-in of the new Doctors of Philosophy and the ceremony for the awarding of the Doctoral Degree is set by the Assembly of the Department. The programme of the induction ceremony is announced by the Department Secretariat at least one week before the scheduled date.

The graduation ritual includes a public swearing-in/consecration with a special toga before the President of the Department, the Dean of the Faculty, and, if possible, a representative of the Rector's Authorities. The text of the induction ceremony is referred to in the Internal Regulation of the Institution.

The type of the Doctoral Degree (Departmental or co-supervised) is a public document and follows the University of the Peloponnese standard. The Doctoral Degree is signed by the Rector, the Dean of the Faculty, the President, and the Secretary of the Department and bears the seal of the Institution.

During the period between the completion of the doctoral studies, the successful examination of the thesis, and the official conferral of the doctorate, the doctoral student may apply for a certificate of completion of studies, which serves as an official title.

In the event that extensive textual identification or plagiarism in a doctoral thesis is found after the awarding of the degree, the Assembly of the Department must examine the case and have the possibility to withdraw the award of the degree in accordance with the provisions of the legislation in force.

Article 13. Accreditation/External Evaluation of the Third Cycle of Studies

The completion of the procedure for the establishment of doctoral programmes and the start of their operation require their prior accreditation by the National Authority for Higher Education (NAHE), in accordance with paragraph c of the paragraph. 1 of Article 8 of Law No. 4653/2020 (A' 12).

Their continued operation requires their periodic accreditation every five (5) years as part of the evaluation of the academic unit to which they belong.

Article 14. Transitional provisions

Any issues that are not addressed or clearly regulated by the current legal framework, by the organization and regulation of the University and by this regulation, are dealt with on a case-by-case basis by decisions of the Assembly of the Department. In the event that the Assembly of the Department considers that it is not competent, the matter is referred to the competent Collective Bodies of the School and then of the University until it is finally dealt with.

Appendix I: Analysis of the tasks of doctoral candidates

The following table shows the distinctive titles of the tasks and their characteristics: the year of study in which they may be undertaken, whether they are compulsory (●) or optional (○), their academic (A) or teaching (T) nature and an indicative frequency of assignment/assignment of tasks, as annual (annual), per academic semester (semester) or on a case-by-case basis (case).

Duties	Year	●/○	A/T	Frequency
Supervision during examination periods	Up to 6 th	●	A	By case
Active participation in the organisation of conferences or workshops or events of the department	Up to 6 th	●	A	By case
Preparation of supporting educational material	1 st to 6 th	○	A	Semester
Assisting in checking compliance with specifications or quality standards	1 st to 6 th	○	A	By case
Participation in the organisation and implementation of the department's communication activities	1 st to 6 th	○	A	Case
Conducting tutorials	2 nd to 6 th	○	T	Semester

Support of academic committees of the department	2 nd to 6 th	○	A	Semester
Drafting proposals for funding research or other academic activity	2 nd to 6 th	○	A	By case
Scientific or popular lectures open to the general public on topics related to the subject of their thesis and their specialisation.	2 nd to 6 th	●/○	T	Annual
A limited number of specialisation lectures in undergraduate courses	3 rd to 6 ^h	○	T	Semester
Support for students in the preparation of dissertations or doctoral theses	3 rd to 6 th	○	A	Annual
Conducting semi-annual postgraduate-level specialisation seminars	3 rd to 6 th	○	T	Annual
Participation as lecturers in lifelong learning programmes	3 rd to 6 th	○	T	By case

The following is a detailed description of the tasks.

1. Minimum mandatory duties

a) Supervision during examination periods. Doctoral students may be required to proctor examiners during examination procedures taking place in the Department. 'Examinations' include interim assessments, qualifying examinations and examination periods in each academic semester and re-examination periods. The assignment of examination supervision shall be organised entirely by the departmental secretariat and shall as a rule be evenly distributed among all doctoral students. It takes place up to the fifth year of study.

b) Active participation in the organization of conferences or workshops or events of the department. The duties shall be specified by the members of TRS organizing the event or workshop or the head of the organizing or scientific committee of the conference organized by the department. They may include but are not limited to, communication with participants, arranging hospitality, assisting in selecting papers for panels, briefing conference participants, checking compliance of submitted papers, creating and editing dissemination content, developing a program, etc. This participation is activated on a case-by-case basis through the PhD committee, so that it is distributed equally and on a rotating basis among all PhD students, according to the requirements of the event. It takes place up to the fifth year of study.

2. Additional optional tasks, first year of study

c) Preparation of supporting educational and teaching material. This material may concern e.g. guides for the use of the infrastructure of the University and the Department, the development of skills relevant to the studies, or supplementary material in specific subjects. The material is developed under the coordination, supervision, and responsibility of the relevant person in charge. Distribution of such duties shall be made equally among doctoral students and shall be equal to preparing teaching material for a maximum of one-semester course or up to two (2) user guides or an equivalent per academic semester per doctoral student.

d) Support for checks of compliance with specifications or quality standards. This refers to ancillary, formal checks for correctness, completeness, adherence or compliance with specifications or formatting standards. Quality checks may relate to drafts of essays, thesis or dissertation projects, course descriptions, re-checking of exam grades, the department's website, web pages of course, transcripts of students doing internships and ERASMUS, performance statistics of students and alumni, etc. The distribution is made equally between doctoral students with a maximum of two-semester courses or equivalent per doctoral student.

e) Participation in the organization and execution of communication activities of the Department. Participation involves reviewing and updating the Department's website, posting and monitoring social media posts, sending emails, drafting press releases, designing and editing dissemination brochures, etc. The identification of the scope is at the initiative of the Department Chair, the appropriate committee, or members of TRS, or the secretariat as appropriate. The allocation will be made equally among the doctoral students, with a maximum of three actions per doctoral student per year.

3. Additional optional tasks, second year of study

f) Conducting tutorial teaching. Tutorial teaching shall be organised on the initiative of members of TRS who consider that one or more of their courses require tutorial teaching. The frequency and duration of tutorials may not exceed three (3) hours of instruction per two weeks per course, which may include distance learning methods. The member of TRS is responsible for the organization and preparation of the tutorial material in each case. Each doctoral student may conduct tutorial teaching in up to two (2) courses per year.

g) Supporting academic committees of the department. It concerns administrative support mainly in the form of data collection and processing within the work of committees such as the ERASMUS committee, internship, curriculum, web presence, etc. The scope is defined at the initiative of the chair of the committee wishing to receive such support. Each doctoral student may assist up to one committee. Each committee may be assisted by up to two doctoral students. Each doctoral student may assist up to two committees.

h) Editing of academic information and forms. This involves the design, drafting and formatting of forms such as study guides, course guides, information forms and announcements, standard application and registration forms, etc. Editing needs are determined at the initiative of the relevant members of TRS and/or the secretariat. Allocation is organised through the secretariat. Sharing shall be done in equal shares or assigned to a working group.

i) Drafting proposals for the funding of research or other academic activity. It involves the inclusion and participation of doctoral students in potential project teams under the coordination of a member of TRS to solicit funding. A prerequisite is that the doctoral student (i) is not involved in another project team or the writing of a developing proposal and (ii) has the consent of the supervisor. The allocation will be made equally and normally according to the specialisation of the doctoral students.

j) Lectures open to the general public on topics relevant to the subject of the thesis and their specialisation. This refers to lectures held within the department with the aim of disseminating the work of the doctoral student and/or the department. It concerns up to two lectures of up to two (2) teaching hours per academic year per doctoral student. As a minimum, such lectures shall be held in the context of the "University of Society" activity organised by the department under the coordination of a member of TRS and with the participation of all doctoral students at least once during the course of their thesis. For this reason, this task has a dual character as optional/mandatory.

4. Additional optional tasks, third or higher years of study

k) Limited number of special lectures in undergraduate courses. With the recommendation of the relevant member of Teaching Research Staff, PhD candidates can hold lectures in the context of teaching undergraduate courses, with the aim of highlighting cutting-edge topics related to the PhD candidate's research subject. For each course, the number of lectures by doctoral candidates cannot exceed three (3). Each doctoral student may give up to two (2) lectures of up to two hours per course, in up to two (2) courses per semester.

l) Helping students during the preparation of degree or diploma theses. PhD candidates may support students during the preparation of their bachelor or diploma dissertation by offering their expertise, e.g. in practical issues of research methodology or in cutting-edge scientific issues related to the subject of their doctoral thesis. This assistance does not replace the competent supervision as well as the supervisor in any case. The distribution is done equally and concerns the assistance of up to two (2) degree or diploma theses per year.

m) Conducting six-month postgraduate specialization seminars. The purpose of the seminars is to develop the communication skills and self-confidence of PhD candidates to communicate their research as well as the organized dissemination of cutting-edge research conducted in the department. The seminars are proposed at the initiative of the doctoral student, in collaboration and with the agreement of the supervisor. The seminars add up to between two (2) and six (6) teaching hours per academic year in times that do not coincide with the course timetable. The content of the seminars should be of a similar scientific depth to the second or third cycle of studies and should be addressed to an audience that has the appropriate scientific background to attend them (e.g. postgraduate students, other PhD candidates, professionals, members of Teaching Research Staff).

n) Participation as tutors in lifelong education programs. PhD candidates can participate in lifelong learning programs such as summer schools, etc. organized within the department. The determination of the subject of the education is done at the initiative of the competent member of Teaching Research Staff and the distribution is done equally among the doctoral students with a maximum of two programs per year per doctoral student.

The undertaking of duties or independent work in any of the items (a) to (n) counts as one (1x) duty without subdivisions.

In the compulsory tasks, the distribution is done among all PhD candidates. In the optional tasks, the allocation is made only to those doctoral students who have followed the relevant procedure and according to their declaration wish to undertake a similar project within the minimum and maximum limits mentioned. In cases where the subject is extensive or cannot be reasonably divided, with the recommendation of the doctoral studies committee or the competent person as the case may be, a working group of doctoral students can be set up to which the project is assigned (e.g. study guides).

APPENDIX II: Doctoral Thesis Template

The Doctoral Thesis Template of the Department is listed

University of the Peloponnese (18 pt)

School of Social and Political Sciences (17 pt)

Department of Political Science and International Relations (17 pt)

Doctoral Study Program (16 pt)

"Program Title" (16 pt)

[Title of Doctoral Thesis in Greek] (18 pt)

[Author Name] (16 pt)

Corinth, month, year (12 pt)

University of the Peloponnese (18 pt)

Faculty of Social and Political Sciences (17 pt)

Department of Political Science and International Relations (17 pt)

Doctoral Study Program (16 pt)

Title of Doctoral Thesis (English, 16 pt)

[Author Name] (English, 16 pt)

Corinth, moth, year (12 pt)

[Thesis Title in Greek] (16 pt)

Important Terms: [Important Terms mentioned in Thesis] (12 pt)

Summary (14 pt)

[Abstract text] (12 pt)

[Title of Thesis in English] (16 pt)

Keywords: [Important Terms mentioned in the Thesis in English] (12 pt)

Abstract (14 pts)

[Abstract text in English] (12 pt)

STATEMENT

With this statement:

1. I expressly and unreservedly declare that the thesis I submit to you is the product of my own intellectual effort, does not infringe on the rights of third parties and follows the internationally recognized standards of scientific writing, faithfully observing academic ethics.
2. The opinions expressed are solely the responsibility of the author and the supervisor, the examiners, the Department and the University of the Peloponnese do not necessarily adopt the opinions expressed nor bear any responsibility for any errors and omissions.

The declarant

.....

(Signature)

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Abstract

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CHAPTER 1: Title A (16 pt)

1.1 Introduction (14 pt)

1.2 Title B

1.3 Title B

1.4 Title B

1.5 Conclusions

CHAPTER 2: Title A (16 pt)

2.1 Introduction (14 pt)

2.2 Title B

2.2.1 Title C

2.2.2 Title C

2.3 Title B

2.4 Conclusions

....

CONCLUSION

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BIBLIOGRAPHY (16 pt)

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4.1 Table Title

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4.1 Chart Title

BIBLIOGRAPHY (16 pt)

Greek literature (14 pt)

The Bibliography is compiled according to the Department's bibliography compilation guide.

Literature in foreign language (14 pt)

The Bibliography is compiled according to the Department's bibliography compilation guide.

Websites / Websites (14 pt)

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