

**REGULATIONS FOR DOCTORAL STUDIES IN THE  
HUMANITIES FIELD OF ART HISTORY AND CRITICISM  
OF VILNIUS ACADEMY OF ARTS,  
LITHUANIAN INSTITUTE OF CULTURAL RESEARCH  
AND LITHUANIAN ACADEMY OF MUSIC AND THEATRE**

**I. GENERAL**

1. The Regulations for Doctoral Studies in the Field of Art History and Criticism of Vilnius Academy of Arts, Lithuanian Institute of Cultural Research and Lithuanian Academy of Music and Theatre (hereinafter referred to as the Regulation) were prepared in accordance with the Regulations for Doctoral Studies approved by the order No. V-149 of 8 March 2017 of the Minister of Education and Science of the Republic of Lithuania.

2. The Regulations establish the procedure for doctoral studies, doctoral research, preparation, defence of dissertations and awarding of the doctoral degree at Vilnius Academy of Arts, Lithuanian Institute of Cultural Research and Lithuanian Academy of Music and Theatre (hereinafter referred to as the Doctoral Degree Institutions) in the field of art history and criticism in which they have been granted the right to award doctoral degrees by the Ministry of Education and Science of the Republic of Lithuania.

3. The purpose of the doctoral studies is to train scientists that are able to independently conduct research and experimental (social, cultural) development and solve scientific problems. Doctoral studies must ensure sufficient competence for the individual who completes them and obtains a doctoral degree: the most advanced knowledge of research work, fields of science and their interaction; specialized skills and methodologies to address research and other issues and to expand the existing knowledge or professional practice; the ability to work independently, knowledge of science and profession required to develop and apply new ideas or processes during studies and other activities.

4. The doctoral degree can be awarded to the individual who successfully completes a full-time (up to 4 years) or part-time (up to 6 years) doctoral degree, prepares and defends a dissertation, or the individual who defends a dissertation as an external student.

5. Definitions used in these Regulations:

**Doctoral Student** (hereinafter referred to as the Doctoral Student) means a third-cycle level student and researcher.

**Doctoral Student's work plan** means an individual Doctoral Student's work plan, which provides for the stages and terms of the doctoral studies, research and preparation of dissertation.

**Doctoral Student's supervisor** (hereinafter referred to as the Supervisor) means an active researcher conducting research in the field of doctoral studies, meeting the qualification requirements for a senior researcher, and supervising the Doctoral Student's studies and research. He/ she can supervise up to 5 doctoral students at a time.

**Doctoral Committee** (hereinafter referred to as the Committee) means a group of high-level researchers responsible for the content, quality, organization and execution of the doctoral studies.

**Defense Council** means a group of researchers established by the Doctoral Committee, which, after examining the dissertation submitted for defence, assessing its quality, compliance with

the dissertation requirements and the scientific competence of the Doctoral Student, decides whether the candidate should be awarded a doctoral degree.

**Coordinating Institution** means an institution appointed by the agreement on the joint activities of Doctoral Institutions which manages and coordinates the process of doctoral studies.

**Doctoral Student's institution** means the institution where the Doctoral Student conducts the doctoral studies and research and prepares his/ her dissertation.

**Doctoral Department** means the unit of the coordinating institution responsible for the documents related to the doctoral studies.

6. The Committee of Art History and Criticism must include at least 9 researchers, who, by consensus, must be representatives of all three Doctoral Institutions who have been assigned positions at the institution that has obtained the right to award doctoral degrees through a competition procedure. At least two thirds of the members of the Committee must be researchers in the field of art history and criticism. The Committee may also include researchers from other fields of humanities that are close to the field of art history and criticism. At least half of the members of the Committee and its chairperson must meet at least the minimum qualification requirements for persons seeking to obtain the position of chief researcher. The remaining members of the Committee must meet at least the minimum qualification requirements for persons seeking to obtain the position of senior researcher. A researcher may be a member of no more than two committees.

7. After acquiring the right to award doctoral degrees in the field of art history and criticism, the composition of the Committee of the doctoral institution must be publicly announced on the websites of the doctoral institutions. The Committee elects the chairperson during its first meeting. A member of the Committee may chair the Committee for a maximum of two consecutive terms of 4 years. The chairperson is elected on a rotating basis, from all three Doctoral Institutions.

8. Changes in the composition of the Committee must be agreed with the Research Council of Lithuania.

## II. IMPLEMENTATION OF DOCTORAL STUDIES

9. Doctoral studies and research are coordinated by the Committee.

10. The process of the doctoral studies is managed and coordinated by the institution designated by a joint activity agreement (hereinafter referred to as the Coordinating Institution).

11. The Committee:

11.1. approves the conditions for dissertation topics and the procedure for selection of possible Supervisors;

11.2. approves the conditions and procedure of the open competition for admission to the doctoral studies;

11.3. carries out the selection of dissertation topics and Supervisors for Doctoral Students;

11.4. carries out the procedure of admission to the doctoral studies;

11.5. considers and submits for approval the candidacies of Doctoral Student Supervisors and Advisers; mediates in the appointment of Advisers; considers the requests for replacement of the Supervisor or Adviser;

11.6. approves the curriculum for doctoral studies in the field of art history and criticism and the amendments thereof; the Doctoral Students' work plans; the examination committees;

11.7. provides conclusions on doctoral studies, research, publication of the results thereof and doctoral dissertation preparation plans and the implementation thereof; postponement of the terms provided for in the Doctoral Student's work plan;

11.8. carries out the assessment of Doctoral Students;

- 11.9. Ensures a successful process of the doctoral studies and works on improving its level;
- 11.10. evaluates the prepared doctoral dissertations;
- 11.11. forms the Defence Councils.

12. The documents of meetings of the Committee are handled by the secretary of the meeting, and the minutes of the meeting are signed by the chairperson of the Committee and the secretary of the meeting. All submissions, proposals and minutes of decisions are submitted by the Committee to the Doctoral Department of the Coordinating Institution which prepares the material for the heads of the Doctoral Institutions or the persons authorized by them.

13. Decisions taken by the Committee shall be valid if at least 2/3 of its members, (including those attending by teleconference) are present at the meetings, including the chairperson. Members of the Committee who are unable to attend a meeting may submit their views on the matters discussed in advance in writing or by e-mail, but this is not considered to be a vote. The views expressed are presented during the meeting. The Committee adopts its final decision by voting. Decisions are deemed adopted if at least 2/3 of the members of the Committee vote in their favour. The minutes of meetings of the Committee are stored for 6 years with the Doctoral Department of the Coordinating Institution and then transferred to the archives of the Coordinating Institution.

14. An electronic survey may be conducted to discuss the matter under consideration by the Committee. The members of the Committee express their views on the matter under consideration and vote by electronic means. The agenda of an electronic meeting may not include matters requiring a secret ballot.

15. At the end of the meeting, the chairperson of the Committee forwards the documents to the Doctoral Department of the Coordinating Institution.

16. The Coordinating Institution:

- 16.1. announces the competitions for topics and supervisors for Doctoral Students under the terms and conditions and in accordance with the procedure established by the Committee;
- 16.2. announces the open competitions for admission to doctoral studies under the terms and conditions and in accordance with the procedure established by the Committee;
- 16.3. accepts documents for the doctoral candidates;
- 16.4. submits reports on the implementation of doctoral studies to the Ministry of Education and Science, Research Council of Lithuania and other bodies referred to in the legislation;
- 16.5. collects information related to the process of doctoral studies;
- 16.6. stores the minutes of meetings of the Committee and other documents;
- 16.7. prepares the material for the Doctoral Institutions on the basis of the documents of the Committee;
- 16.8. collects documents from the Doctoral Institutions and forwards them to the Committee;
- 16.9. prepares joint draft documents;
- 16.10. manages the production, records and registration of doctoral diploma forms;
- 16.11. issues and registers doctoral diplomas.

17. The Doctoral Student's institution (when the Doctoral Student's institution is not the Coordinating Institution):

- 17.1. manages the transferred state budget funds for the implementation of the Doctoral Student's study curriculum and research, preparation and defence of the doctoral dissertation, remuneration for the work of the supervisor and Adviser and the related expenses;
- 17.2. awards scholarships to Doctoral Students;
- 17.3. prepares documents for the implementation of doctoral studies, appointment of Supervisors and Advisers of Doctoral Students, establishment of the Defence Council;

- 17.4. organizes the preparation of the curriculum and research plan for the Doctoral Student, publication of the doctoral dissertations and their summaries, defence of the dissertations;
- 17.5. creates appropriate conditions for the Doctoral Student to prepare and implement the doctoral curriculum and individual work plan, to prepare and defend the doctoral dissertation;
- 17.6. prepares and maintains the Doctoral Student's file. The Doctoral Student's file is stored with the Doctoral Student's institution during the doctoral period and for one year after the defence of the dissertation, after which it is transferred to the archive of the Doctoral Student's institution;
- 17.7. prepares and submits reports to the Coordinating Institution on the progress of the doctoral studies;
- 17.8. forwards the necessary documents of the Doctoral Student to the Coordinating Institution.

- 18. Doctoral studies and research are organized by the departments/ research divisions of the Doctoral Institution, to which the Doctoral Students are assigned by the order of the head of the Doctoral Institution upon the recommendation of the Committee. These departments:
  - 18.1. supervise the progress of the process of the Doctoral Student's doctoral studies;
  - 18.2. provide methodological assistance; promote mobility of the Doctoral Student;
  - 18.3. for each assessment of the Doctoral Student, submit to the Committee their conclusion on the results of the Doctoral Student's studies and research, the expediency of continuing the doctoral studies.

### **III. ADMISSION TO THE DOCTORAL STUDIES**

- 19. Persons are admitted to the doctoral studies in the field of art history and criticism by announcing an open competition. The competition is open to persons with a master's degree or an equivalent higher education degree.

- 20. State-funded doctoral positions in the field of art history and criticism are allocated to doctoral institutions by the Ministry of Education and Science.

- 21. The competition for dissertation topics and supervisors of doctoral students is announced not later than one month before the announcement of the competition for admission to doctoral studies. The topics must be in line with the research directions of the Doctoral Institutions. The terms and conditions of the competition are approved by the Committee.

- 22. If the topic or the supervisor is not proposed by the Doctoral Institution, this institution must provide an official approval of securing funding for the doctoral studies.

- 23. The competition is organized by the Doctoral Department and carried out by the Committee. The list of dissertation topics and Supervisors of Doctoral Students of Doctoral Institutions selected by the Committee during the competition is formalized in the minutes of the Committee, which are signed by the chairperson of the Committee and the secretary of the meeting. The Committee submits the minutes of the meeting on dissertation topics and Supervisors of Doctoral Students to the Doctoral Department of the Coordinating Institution, which is responsible for announcing the list of dissertation topics selected during the competition on the websites of all three Doctoral Institutions.

- 24. Upon the recommendation of the Committee, Doctoral Institutions announce an open competition for admission to doctoral studies and the terms and conditions of the admission.

- 25. A candidate may submit an application to participate in an open competition for doctoral studies to any Doctoral Institution. The following documents must be submitted together with the

application, which must include the field and form of studies and the order of priority of the desired dissertation topics (not more than two):

25.1. a diploma certifying the master's or equivalent degree, its annex/ supplement (originals and copies, the originals are returned immediately); a certificate issued by the Centre for Quality Assessment in Higher Education on the recognition of higher education degree obtained abroad;

25.2. reference letters from two researchers in the field of art history and criticism (prepared in the calendar year when the competition for admission is taking place);

25.3. a CV;

25.4. a list of research papers and copies of such papers;

25.5. other documents specified in the terms and conditions of admission to the doctoral studies.

26. The competition for admission to doctoral studies is announced once a year. The competition for admission is organized by the Doctoral Department and carried out by the Committee. Doctoral Institutions conduct their separate admissions by indicating the topics of the field of art history and criticism. All candidates must attend the interviews with the Committee members.

27. The heads of the Doctoral Institutions or persons authorized by them sign bilateral agreements of the established form with the persons admitted to full-time and part-time doctoral studies in the field of art history and criticism during the competition.

28. The selection criteria for doctoral candidates are the following:

28.1. research project;

28.2. correspondence between the degrees, scientific publications and scientific experience with each selected topic;

28.3. motivational interview;

28.4. scientific publications (monographs, scientific studies, scientific papers in peer-reviewed publications, book sections, scientific dissemination publications, etc.);

28.5. knowledge of foreign languages;

28.6. other criteria approved in the minutes of the Committee.

29. The selection criteria, their coefficients and the calculation of the competitive score are approved in the minutes of the Committee each academic year.

30. Based on the selection criteria, the Committee assigns points to the candidates and establishes a priority ranking according to the highest competitive score. These competitive candidate lists and the decision on the proposal to admit or not to admit a candidate to the doctoral studies are recorded in the minutes of the Committee. It is signed by the chairperson of the Committee and the secretary of the meeting. The Committee submits the minutes of the meeting to the Doctoral Department of the Coordinating Institution.

31. On the basis of the minutes of the meeting, the candidates to doctoral studies are admitted by orders of the heads of the Doctoral Institutions, by indicating the scientific field, the nature of funding, the Doctoral Institution, the topic of the dissertation, and the form of the doctoral studies.

32. If there are any vacancies after the admission according to the quotas held by the Doctoral Institutions or a certain part of the admitted candidates does not come to study at the beginning of the academic year, the Doctoral Department may announce a second admission stage, which is carried out in accordance with the same procedure. Applicants who receive a negative evaluation may not participate in the second admission stage during the same year.

33. Applicants who do not receive state-funded positions during the competition may, on the proposal of the Committee, choose paid doctoral positions by paying the doctoral study fee set by the Doctoral Institution with which they sign the agreements.

34. Foreign (non-European Union (hereinafter referred to as the EU)) citizens applying for a doctoral position and holding a master's degree or an equivalent higher education diploma, in addition to the documents referred to in paragraph 25, also submit a document confirming the recognition of the foreign degree and are assigned a state-funded position in accordance with the procedure established in the legislation or pay the doctoral study fee set by the Doctoral Institution with which they sign the agreements.

35. EU citizens participate in the competition in accordance with the general procedure.

36. The Committee organizes a meeting (or meetings) of the Committee with the newly admitted Doctoral Students no later than one month after the beginning of the academic year. Supervisors are assigned to them, dissertation topics are planned, they are assigned to the department/research division of the Doctoral Institution. The submission of the Committee is recorded in the minutes of the meeting. Extracts of this protocol are submitted to each Doctoral Institution separately. The minutes and extracts from the minutes are forwarded to the Doctoral Department of the Coordinating Institution.

37. Upon the recommendation of the Committee, the heads of the Doctoral Institutions or persons authorized by them approve the topics and the Supervisors of the Doctoral Students by orders, and assign the Doctoral Students to the departments/ research divisions.

38. The files of the persons not admitted to the doctoral studies are stored for one year with the Doctoral Department of the Coordinating Institution.

39. The person who submits an application for participation in the competition for doctoral admissions and is not accepted can submit an appeal to the appeal commission appointed by the order of the Rector of the Coordinating University within the term specified in the Rules for Admission to Doctoral Studies.

#### **IV. SCIENTIFIC SUPERVISION OF DOCTORAL STUDENTS**

40. The Doctoral Student's studies and research are supervised by the Supervisor of the Doctoral Student.

41. If required, Advisers are also appointed for the Doctoral Student (not more than two), who may also be researchers in other areas (branches) of the studies. Advisers to the Doctoral Student may be appointed no earlier than in the second year of the doctoral studies. Adviser means an active researcher conducting research in the field of doctoral studies, meeting the qualification requirements for a senior researcher and advising the Doctoral Student.

42. The procedure for the approval of Advisers for the Doctoral student (if the Doctoral Student, the Supervisor and the Committee deem them necessary) is the same as in case of the Supervisor.

43. The Supervisor and the Advisers must participate in the process of the doctoral studies and in the international scientific-expert activities. The Committee forwards the written consents of the Supervisors and the Advisers, the list of their main scientific publications and other scientific activities to the Doctoral Department of the Coordinating Institution together with the submission for approval of the Supervisors and Advisers.

44. The Supervisor:

- 44.1. drafts the doctoral curriculum and work plan together with the Doctoral Student;
- 44.2. Proposes the candidates for Advisers, if required;
- 44.3. supervises the research activities of the Doctoral Student and constantly monitors the progress of the Doctoral Student's doctoral studies;
- 44.4. for each assessment of the Doctoral Student, provide his/ her conclusion on the results of the Doctoral Student's studies and research, and the expediency of continuing the doctoral studies;
- 44.5. assists the Doctoral Student in solving organizational issues related to studies and preparation of his/ her dissertation;
- 44.6. together with the Doctoral Student is responsible for the quality preparation of the doctoral dissertation.

45. The Adviser to the Doctoral Student:

- 45.1. advises the Doctoral Student in certain directions (areas) of studies;
- 45.2. organizes the execution of research or experiments in other divisions of Doctoral Institutions, Lithuanian or foreign universities and (or) research institutes.

46. If, for important reasons, the Supervisor or the Adviser is replaced, such replacement is agreed and approved in the same manner as the appointment of the Supervisor and the Adviser.

47. The Doctoral Student has the right to submit a reasoned request addressed to the head of the Doctoral Student's institution to replace the Supervisor no later than one year before the end of the doctoral studies. The head of the Doctoral Student's institution or the person authorized by him/ her directs the Doctoral Student's application to the Committee, which must discuss it in a meeting within 1 month. If the Doctoral Student's request is approved, the Committee, taking into account the topic of the Doctoral Student's dissertation, announces a competition for the position of the Supervisor for the Doctoral Student. If the committee does not approve the Doctoral Student's request, the Supervisor continues the supervision of the Doctoral Student. Replacing the Supervisor less than one year before the end of the doctoral studies is only possible for an important reason and upon the decision of the Committee.

## **V. DOCTORAL STUDENT'S WORK PLAN AND PROCEDURE OF STUDIES**

48. The Supervisor and the Doctoral Student prepares the Doctoral Student's work plan no later than within one month from the approval of the Supervisor. The plan must include deadlines for all activities. Research activities begin from the 1<sup>st</sup> semester of the studies.

49. The volume of the doctoral studies is at least 30 credits. Credits are obtained by studying at least 3 subjects/ modules. Credits can also be accumulated by participating in international schools for Doctoral Students during the Doctoral Student's part-time studies abroad. The decision on the inclusion of such credits is made by the Committee.

50. If the person admitted to doctoral studies has a master's degree or an equivalent higher education degree that is not in the field of art history and criticism, he/ she may be assigned additional foundation courses in accordance with the recommendations of the Committee.

51. The doctoral study program in the field of art history and criticism consists of subjects/ modules appointed by the Committee and elective doctoral subjects/ modules in the field of art history and criticism and/ or related sciences. The doctoral study program in the field of art history and criticism and its modifications are approved during the meeting of the Committee.

52. The Doctoral Student must attend the compulsory study subjects/ modules determined by the Committee and included into his/ her doctoral study curriculum. Other subjects/ modules are

selected by the Doctoral Student in coordination with the Supervisor, taking into account the individual research needs, from the list of elective subjects/ modules prepared by the Committee.

53. The doctoral study curriculum must consist only of subjects/ modules approved by the Committee. The Doctoral Department controls that only the approved subjects/ modules that correspond to the doctoral study curriculum are included in the Doctoral Students' work plans.

54. The Doctoral Student, in coordination with the Supervisor and the Committee, enters the subjects planned to be studied into the individual curriculum, which is an integral part of the Doctoral Student's work plan.

55. Doctoral studies may be taught by persons who have a scientific degree and meet the requirements<sup>1</sup> of at least a senior researcher, whose research and publications of the last five years correspond to the subject matter of the taught subjects.

56. Doctoral lectures/ seminars are organized by the Doctoral Department. Lectures can be organized on subjects/ modules that are included in the individual work plans of at least three Doctoral Students. In all other cases, subject modules are studied independently, with consultations attended periodically.

57. The Doctoral Student's research plan, which is an integral part of the Doctoral Student's work plan, includes the following: review of scientific literature, research, some of which can be carried out at high-level foreign research centres, analysis of data, writing of scientific papers, presenting a report at a scientific conference, preparing a dissertation, etc.

58. The department/ research division of the Doctoral Student's institution reviews the Doctoral Student's work plan and presents its conclusions to the Committee. The Doctoral Student's work plan is approved by the Committee. This plan is submitted by each Doctoral Student to the Doctoral Department no later than within one month after it is approved by the Supervisor and it is stored in the Doctoral Student's file.

59. The Doctoral Student carries out the study curriculum and research in accordance with the approved work plan. The content, quality, scope and terms of the performed research are evaluated during the Doctoral Student's assessment. At the end of each academic year, the Committee reviews the Doctoral Student's work plan and, if necessary, approves its modifications.

60. The Doctoral Student is provided with the opportunity to use the equipment in the departments, laboratories and other scientific units of the Doctoral Institutions required for the research provided for in his/ her research plan. If certain research is not possible at the Doctoral Institutions, the Doctoral Student may be sent to conduct his/ her research at another national or foreign research institution.

## **VI. EXAMINATION AND ASSESSMENT OF THE DOCTORAL STUDENT**

61. The studies of each subject/ module are completed by an examination. There must be at least three examiners. The composition of the examination committee is approved by the Committee. Lecturers of the subject/ module studied, members of the Committee, as well as other researchers – active specialists in that scientific area (they may also be from other research and study institutions), including the Supervisors and the Advisers, may be appointed as members of the examination committee.

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<sup>1</sup> Requirements of paragraph 4.2 for the description of the minimum qualification requirements for the positions of researchers of state research and study institutions, approved by Resolution No. VII-71 of 16 May 2011 of the Research Council of Lithuania.

62. After passing the examination, an examination report is completed and signed by all examiners. Such examination reports are stored in the Doctoral Student's file at the Doctoral Department.

63. If the Doctoral Student fails to pass the examination, it may be retaken once, but not earlier than after one month. If the Doctoral Student fails the examination for the second time, an extraordinary assessment is announced.

64. For full-time Doctoral Students, all examinations must be passed during the first two years, and for part-time Doctoral Students – during the first three years of their doctoral studies.

65. At the request of the Doctoral Student and with the approval of the Supervisor, the Committee may accept the previously passed examinations of subjects studied in accordance with the doctoral study curricula.

66. Twice a year, the Doctoral Student accounts for the department/ research division of the Doctoral Student's institution within the deadlines set by the Committee. The department/ research division, in the presence of the Doctoral Student and his/ her Supervisor, evaluates the implementation of the Doctoral Student's work plan and submits its conclusion to the Committee. The Supervisor of the Doctoral Student submits a written evaluation of the Doctoral Student's activities to the department / research division. The Doctoral Department forwards the Doctoral Student's assessment documents discussed at the department/ research division to the Committee, which assesses the Doctoral Student either positively (thus approving the continuation of the doctoral studies and adjusting the curriculum for the next academic year) or negatively (thus proposing to terminate the doctoral studies) or proposes to postpone the assessment for a period not longer than 3 months until the shortcomings in the implementation of the work plan are eliminated. The Doctoral Student and his/ her Supervisor may be invited to attend the meeting of the Committee.

67. If the doctoral student clearly does not comply with the requirements of the study or research program, an extraordinary assessment may be initiated upon the recommendation of the Doctoral Student's Supervisor, the head of the department or the Committee.

68. The negatively assessed Doctoral Student is expelled from the doctoral studies by the order of the head of the Doctoral Student's institution.

69. The report of the Committee on the assessment of Doctoral Students and the documents submitted for the assessment of the Doctoral Student are forwarded to the Doctoral Department, which stores these documents in the doctoral students' files.

70. The head of the Doctoral Student's institution or the person authorized by him/ her may, upon receipt of the Doctoral Student's request and the Supervisor's consent, grant an academic leave for up to one year. No scholarship is paid during the leave.

71. The head of the Doctoral Student's institution or the person authorized by him/ her, upon receipt of the Doctoral Student's request and the Supervisor's consent, may, for important reasons (illness, maternity leave, etc.), issue an order to:

71.1. extend unpaid academic leave;

71.2. postpone the date of examination and annual assessment indicated in the Doctoral Student's individual curriculum for no longer than 3 months.

72. Requests of Doctoral Students are registered and draft orders are prepared by the institution of the Doctoral Student.

## **VII. TRIPS, SCHOLARSHIPS, APPEALS, OTHER PROVISIONS**

73. During the period of the studies, persons admitted to state-funded full-time doctoral positions are paid a scholarship of the amount established by the Government of the Republic of Lithuania. The scholarship is paid by the Doctoral Student's institution.

74. If the assessment is postponed for a full-time state-funded Doctoral Student upon the recommendation of the Committee, the scholarship is not paid during the period of the postponed assessment.

75. If the studies are temporarily terminated and the Doctoral Student returns to the studies on the day that is not the last or the first day of the month, the duration of the doctoral studies is also not calculated for all calendar days of the month and the Doctoral Student is paid a corresponding amount of the scholarship.

76. If the doctoral student falls ill, he/ she or his/ her relatives must notify the Doctoral Department no later than within three days. Upon returning after illness, he/ she must present a certificate for that period. The certificate is the basis for allowing the postponement of deadlines by the order of the head of the Doctoral Student's institution or the person authorized by him/ her. The duration of the doctoral studies is not changed due to illness. In the event of a prolonged illness, the Doctoral Student may request the permission to suspend the studies and take academic leave.

77. The Doctoral Student may conduct research or study part-time (recommended for at least 3 months) in other domestic or foreign institutions. This period is included in the total duration of the doctoral studies and paid in full. Such trips are carried out in accordance with the procedure of business trips established by the Government, by the order of the head of the Doctoral Student's institution or the person authorized by him/ her, upon submission of an application of the established form agreed with the head of department and the Supervisor of the Doctoral Student. The costs of the trip can be covered by projects or programs managed by the Research Council of Lithuania, the division of the Doctoral Student's institution, the host institution and other sources. The travel allowance may be paid in full or in part before departure.

78. At the request of Doctoral Students, pedagogical practice may be provided.

79. A reasoned appeal or complaint regarding the non-awarded degree, rejection of an external or Doctoral Student's application for the defence of the dissertation and other issues related to the organization and execution of the doctoral studies must be submitted within 14 working days and addressed to the head of the Doctoral Institution. The head of the Doctoral Student's institution forwards the appeal or complaint to the Committee and the respective departments of the Doctoral Institutions or to specifically created structures for examination. The appeal or complaint must be examined and the decision made within two months of receiving it. The decision of the Doctoral Student's institution is sent to the claimant within 5 business days after the decision.

## **VIII. DOCTORAL DISSERTATION AND ITS DEFENSE**

80. A doctoral dissertation consists of the following: the text of the dissertation, a summary and the copies of scientific publications on the topic of the dissertation by the person submitting the dissertation for defence (hereinafter referred to as the Dissertation Candidate).

81. A scientific monograph written by the Dissertation Candidate without any co-authors may also be submitted as a doctoral dissertation. A summary of the monograph must be provided. In this case, other scientific publications may be provided if they are required to present the topic of the dissertation.

82. The doctoral dissertation (hereinafter referred to as the Dissertation) must define the purpose of the work, specify the problems to be addressed and the scientific novelty of the work, provide an overview of international studies on the topic of the Dissertation, present the research methods used for the purpose of the Dissertation, discuss the results of the research, substantiate their validity and relationship with the data of other researchers, provide the conclusions and other aspects that the Dissertation Candidate considers important. The Dissertation must also be accompanied by a list of scientific conferences where the results of the Dissertation research were published, and a description of personal, scientific and creative activities of the Dissertation Candidate.

83. The Dissertation must be written in Lithuanian or in English, if approved by the Committee – in the language other than Lithuanian or English. A summary of the Dissertation or a scientific monograph defended as a Dissertation (recommended volume is not less than 0.5 and not more than 1 author's sheet) must be prepared in Lithuanian or in English (not in the language in which the Dissertation is written). If the Dissertation is written in a language other than Lithuanian or English, two summaries must be prepared (in Lithuanian and in English). The Dissertation and the summary must be written in a correct language.

84. The Dissertation and its summary must include the Supervisor and the Advisers, and in case of the summary – the composition of the Defence Council. If the Supervisor of the Doctoral Student was replaced, the previous Supervisor and the period of his/ her work must also be indicated. Specific Dissertation requirements and examples of the first and the second pages of the Dissertation and its summary are provided in *Annex I*.

85. The Doctoral Student may submit his/ her Dissertation for defence when he/ she:

- 85.1. has passed all the examinations provided for in the Doctoral Student's work plan;
- 85.2. the most important results of his/ her research were announced in at least two papers published (or accepted for publication) in peer-reviewed scientific publications, one of which must be published in an international publication, more than half of the members of the editorial board of which are not from the country in which it is published or in a scientific monograph;
- 85.3. has presented the results of his/ her research at international scientific events;
- 85.4. has completed at least three months of an internship at a foreign research and study institution(s) (recommended);
- 85.5. has prepared the Dissertation and its summary in accordance with the requirements of *Annex I*.

86. The Doctoral Student presents the prepared Dissertation at the meeting of the Committee in the presence of the Supervisor and the Advisers. The Committee appoints two experts to evaluate the Dissertation, its draft summary, the Doctoral Student's scientific papers and the qualification achieved. The experts must meet at least the requirements for a senior researcher.

87. The experts appointed by the Committee evaluate, with objective reasoning, the problems and objectives of the Dissertation, the scientific novelty, relevance and originality of the work; an overview of the research conducted in Lithuania and abroad in the field of the topic of the Dissertation defended, the research methodology described; the reliability and validity of the results obtained; the validity of the wording of the defended conclusions and the adequacy of the essence of the research; the compliance of the draft summary with the content of the Dissertation; the correspondence between the published scientific papers and the research results set out therein and the main statements of the defended Dissertation. Their written conclusions are discussed during the next meeting of the Committee.

88. The Committee may decide the following:

- 88.1. the Dissertation or its summary needs to be corrected: the Dissertation is returned to the Doctoral Student. The discussion of the revised Dissertation is commenced in accordance with the requirements of paragraph 86 et seq.;

88.2. the Dissertation may be submitted for defence: it complies with the paragraphs<sup>2</sup> 29–33 of the Regulations for Doctoral Studies, the Doctoral Student has fulfilled the requirements of paragraph 35 of the Regulations for Doctoral Studies and the dissertation may be submitted for defence without any corrections or with minor corrections;

88.3. the Dissertation does not meet the requirements.

89. The Committee, having decided that the Dissertation may be submitted for defence:

89.1. prepares the draft composition of the Dissertation Defence Council;

89.2. together with the Doctoral Student's institution, organizes the receipt of the intended consents of the members of the Defence Council and the documents (lists, certificates, etc.) proving their compliance with the qualification requirements for the participants in the doctoral process;

89.3. proposes the date and place for defence of the Dissertation;

89.4. prepares the submission to the Doctoral Student's institution;

89.5. the Doctoral Department forwards the documents for the discussion of the doctoral Dissertation at the meeting of the Committee and the submission of the Committee to defend the doctoral Dissertation to the Doctoral Student's institution.

90. The Committee forms a Defence Council consisting of at least five researchers and appoints one of its members as the chairperson. The members of the Council must meet at least the requirements for a senior researcher.<sup>3</sup> No conflict of interest may arise between the members of the Defence Council and the Dissertation Candidate or his/ her Supervisor (in the case of an external Dissertation, Adviser). Members of the Defence Council may not have any joint publications with the Dissertation Candidate. More than half of the members of the Defence Council may not have any joint publications with the Supervisor of the Dissertation Candidate (in the case of an external Dissertation, the Adviser) during the last five years. The Supervisor and the Adviser of the Doctoral Student may not be members of the Defence Council. It is recommended that at least one member of the Defence Council be from a foreign research and study institution. When defending a Dissertation of a Lithuanistic nature, researchers from foreign research and study institutions may be included in the Defence Council if required. At least two members of the Defence Council must be researchers from outside of the Doctoral Student's institution. If the work is performed at an intersection of scientific fields or if it is necessary for a comprehensive evaluation of the work being defended, one member of the Defence Council may be a researcher of another scientific field. Upon recommendation of the Committee, the composition of the Defence Council and its chairperson are approved by the order of the head of the Doctoral Student's institution or the person authorized by him/ her.

91. The members of the Council submit their written feedback on the Dissertation to the Doctoral Student's institution no later than five working days before the defence of the Dissertation. The person defending the Dissertation has the right to become acquainted with the presented feedback.

92. After checking the documents, the Doctoral Student's institution prepares a draft order of the head of the Doctoral Student's institution or the person authorized by him/ her, confirming the date and place of defence of the Dissertation.

93. After signing the order of the head of the Doctoral Student's institution or the person authorized by him/ her:

93.1. the Doctoral Student completes the summary of his/ her Dissertation;

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<sup>2</sup> Order No. V-149 of 8 March 2017 on the Approval of Regulations for Doctoral Studies of the Minister of Education and Science of the Republic of Lithuania.

<sup>3</sup> Requirements of paragraph 4.2 for the description of the minimum qualification requirements for the positions of researchers of state research and study institutions, approved by Resolution No. VII-71 of 16 May 2011 of the Research Council of Lithuania.

93.2. the Doctoral Student's institution organizes the printing of the Dissertation and its summary in the required number of copies;

93.3. not later than 30 calendar days prior to the defence of the Dissertation, one copy of the Dissertation and the summary are submitted to the members of the Defence Council and to the libraries of Doctoral Institutions;

93.4. not later than 30 calendar days prior to the defence of the Dissertation, the Dissertation and its summary are published in the subsystem of the electronic theses and dissertations database (ETD) of the Lithuanian Academic Electronic Library (eLABa);

93.5. the Doctoral Student's institution announces the defence of the Dissertation in the Dissertation database managed by the Doctoral Institutions and the Research Council of Lithuania in accordance with its established procedure. The announcement includes the name and surname of the Dissertation Candidate, the institution where the Dissertation was prepared, the title of the Dissertation, the place and time of defence, the Supervisor, the members of the Defence Council, the scientific fields and institutions they represent and the website of the Doctoral Student's institution where the Dissertation is published.

94. The costs of printing and sending Dissertations and their summaries submitted by Doctoral Students of Doctoral Institutions are covered from the funds of the Doctoral Student's institution intended for doctoral studies.

95. The Dissertation is defended at a public meeting of the Defence Council in accordance with the Regulations of the Council for the Defense of Doctoral Dissertations in the Field of Art History and Criticism (*Annex 2*).

96. Dissertations that may contain information constituting a state, professional or commercial secret, may be defended in a closed meeting.

97. Dissertations can be defended in Lithuanian or another language. In cases where another language is used during the meeting, the need for translation into Lithuanian is determined by the Committee. The meeting is chaired by the chairperson of the Defence Council. The meeting is considered legitimate if more than half of the members of the Defence Council are present (including those present by teleconference means). During the meeting, the feedback on the Dissertation received from the non-participating members of the Defence Council and other comments are presented. The decision to award a doctoral degree is made if more than half of all members of the Defence Council vote in favour of it.

98. After the defence of the Dissertation, all documents of the defence are submitted to the Doctoral Student's institution, including the minutes of the meeting of the Defence Council and the decision on whether the Dissertation Candidate should be awarded a doctoral degree. Based on it, the Doctoral Department prepares a doctoral diploma. The diploma is signed by the heads of the Doctoral Institutions and the chairperson of the Defence Council.

99. The Doctoral Student's institution notifies the Research Council of Lithuania about the results of the defence no later than within 20 business days after the Dissertation defence meeting. The data on the defended Dissertation is submitted to the Dissertation database managed by the Council in accordance with the procedure established by the Council.

100. Within two weeks after the Dissertation defence meeting, one copy of the defended dissertation (except for the Dissertations that were defended in closed meetings) is submitted to Martynas Mažvydas National Library of Lithuania.

101. The registered doctoral diploma is awarded to the researcher in accordance with the procedure established by each Doctoral Student's institution, after the Dissertation is published in the Lithuanian Academic Electronic Library (eLABa) information system.

102. The file of the person who defended the doctoral Dissertation is stored with the Doctoral Student's institution for a period of one year, after which it is transferred to the archive of the Doctoral Student's institution. The file must include the following:

- 102.1. the application for admission to doctoral studies with the annexes specified in the competition for admission to doctoral studies;
- 102.2. the learning agreement;
- 102.3. documents related to the appointment of the Supervisor and Advisers of the Doctoral Student;
- 102.4. the Doctoral Student's work plan;
- 102.5. the Doctoral Student's assessment documents;
- 102.6. the orders of the head of the Doctoral Institution or the person authorized by him/her (regarding the payment of the scholarship, postponement of the terms of the doctoral study curriculum, etc.);
- 102.7. the Doctoral Student's examination reports;
- 102.8. the list of the Doctoral Student's scientific papers published and accepted for publication and copies of these papers;
- 102.9. the decision on termination of the doctoral studies – if the Doctoral Student was expelled from doctoral studies due to the results of the assessment or other reasons or did not submit a Dissertation for defence by the end of the doctoral studies;
- 102.10. the submission of the Committee to defend the doctoral Dissertation together with the accompanying documents;
- 102.11. the documents on the formation of the Defence Council;
- 102.12. the minutes of the meeting of the dissertation Defence Council and the decision on awarding the doctoral degree;
- 102.13. the copy of the doctoral diploma.

103. If the Defence Council decides that the doctoral degree should not be awarded, the revised and/ or supplemented Dissertation may be submitted for defence not earlier than after one year. In this case, the doctoral degree shall be obtained externally in accordance with the requirements of Chapter IX of these Regulations. If the fact of scientific misconduct (plagiarism and other violations of academic ethics and procedures) is established, the Dissertation may not be defended.

104. If the Dissertation is submitted before the end of the doctoral studies but the Doctoral Student is not able to defend it in time, the Dissertation may be defended in the usual manner within 12 months after the end of the doctoral studies. The Dissertations not defended during this period are defended externally, in accordance with the requirements of Chapter IX of these Regulations.

105. A Dissertation defended in time is a Dissertation defended no later than one year after the end of the doctoral studies.

## **IX. ACQUIRING A DOCTORAL DEGREE EXTERNALLY**

106. A person with a master's degree or an equivalent higher education degree (hereinafter referred to as the External Student) may pursue a doctoral degree externally. The External Student must have prepared a Dissertation; announced the most important results of the Dissertation in at least two papers published in peer-reviewed scientific publications referred to in sub-paragraph 85.2 of these Regulations or published a scientific monograph without any co-authors and presented the results of his/ her research at international scientific events.

107. The application addressed to the head of the Doctoral Institution for permission to defend the doctoral Dissertation externally is submitted to the Doctoral Department. The application must be accompanied by:

- 107.1. the manuscript of the dissertation or the published scientific monograph;

- 107.2. a list of scientific publications and their electronic copies;
- 107.3. a list of international scientific events where the results of the research were presented;
- 107.4. a diploma certifying the master's or equivalent degree, its annex/ supplement (originals and copies, the originals are returned immediately); a certificate issued by the Centre for Quality Assessment in Higher Education on the recognition of higher education degree obtained abroad;
- 107.5. the copies of the reports of approved doctoral examinations (if any) or extracts thereof;
- 107.6. a description of personal, scientific and creative activities;
- 107.7. a copy of an identity document.

108. The head of the Doctoral Institution or the person authorized by him/ her forwards the application and the accompanying documents to the Committee. The Committee determines whether the submitted documents meet the requirements of paragraphs 19–21, 37 of the Regulations for Doctoral Studies<sup>4</sup>. If the documents meet the requirements, at least two experts are appointed to assess the readiness of the Dissertation. Such experts may include researchers from Doctoral Institutions, other research institutions and social partners. The experts provide their conclusions within one month of the submission of the Dissertation/ scientific monograph.

109. After receiving the conclusions, the Committee, no later than three months after the submission of the application, convenes a meeting which is also attended by the External Student. Upon hearing the experts and the External Student, the Committee decides, in accordance with the requirements of these Regulations, whether the External Student's Dissertation meets the requirements for a doctoral Dissertation. In the event of a positive decision, the Committee, in accordance with the procedure laid down in these Regulations for Doctoral Studies:

- 109.1. presents the External Student's Adviser who acts as the Supervisor of the External Student to the head of the Doctoral Institution to which the application of the External Student was addressed or a person authorized by him or her for their approval; if the person seeking to obtain a doctoral degree externally is someone who has already studied for a doctoral degree but has not submitted a Dissertation, the Committee may appoint the former doctoral Supervisor or another person as his/ her adviser;
- 109.2. decides on accepting the doctoral study examinations already passed by the External Student, determines which other doctoral examinations and by when must be passed by the External Student;
- 109.3. forms an examination committee (committees);
- 109.4. assigns the date for the defence of the Dissertation, which must be no later than one year after the date of the decision.

110. Examinations of the External Student are organized in accordance with Chapter VI of these Regulations, and the Dissertation is examined and defended in accordance with the requirements of Chapter VIII.

111. If the Committee decides that the Dissertation cannot be prepared for defence within one year of the decision, the External Student may submit an appeal, which is examined in accordance with the procedure established in paragraph 79 of these Regulations. If the negative decision of the Committee is approved, the External Student may re-apply for the defence of the Dissertation not earlier than after one year.

112. The External Student covers only the costs of the Doctoral Institution that are directly related to the acquisition of the doctoral degree.

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<sup>4</sup> Order No. V-149 of 8 March 2017 on the Approval of Regulations for Doctoral Studies of the Minister of Education and Science of the Republic of Lithuania.

## **X. GRANTING AND REVOCATION OF THE DOCTORAL DEGREE**

113. The doctoral degree is awarded to the individual who defends their dissertation and the diploma is issued by the Doctoral Institution.

114. The form of the doctor's diploma and the procedure for the production, records and registration and issuing of diploma forms is established by the Minister of Education and Science.

115. Appeals regarding the non-awarded degrees are examined in accordance with the procedure set out in paragraph 79 of these Regulations. In accordance with the procedure established by the legislation, complaints regarding the non-awarded doctoral degrees may be submitted to the Ombudsperson for Academic Ethics and Procedures.

116. The Doctoral Student's institution may revoke the decision to award the degree (including the degrees awarded before the entry into force of these Regulations):

116.1. when the fact of scientific misconduct is established;

116.2. when the doctoral degree is awarded in breach of these Regulations.

117. The Doctoral Student's institution revokes the decision to award the degree when the Ombudsperson for Academic Ethics and Procedures makes a binding decision to do so. The Ombudsperson for Academic Ethics and Procedures may also order the university to revoke the decision to award a degree made prior to the entry into force of these Regulations.

118. If the institution that awarded the degree was liquidated, the Research Council of Lithuania decides on the invalidation of the awarded degree.

## **XI. FUNDING OF DOCTORAL STUDIES**

119. Doctoral studies are funded using the allocations from the state budget, state investment programs and state investment projects, income received as tuition fees, as well as income from economic, scientific activities and services, programme-based and competition-based funding for research, state, international funding and funds provided by foreign funds and organizations, other legitimate funds.

120. Funds for doctoral scholarships, remuneration for the work of members of the Defence Council, Supervisors and Advisers of Doctoral Students (except for External Students) and their social insurance, research of the Doctoral Students (if possible, publication of papers of Doctoral Students in international publications), copies of dissertations and their summaries, as well as other expenses related to the granting of doctoral degrees are provided for in the budget estimation programs implemented by the Doctoral Institutions.

## **XII. ASSURANCE OF QUALITY OF THE DOCTORAL STUDIES**

121. The assurance of quality of the doctoral studies is regulated by the following external documents: Regulations for Doctoral Studies approved by the Minister of Education and Science of the Republic of Lithuania, resolutions of the Research Council of Lithuania and the following internal documents: Regulations on Doctoral Studies in the Field of Art History and Criticism, other internal documents and agreements.

122. To ensure internal quality assurance of doctoral studies in the field of art history and criticism, the Committee assesses the quality of the doctoral studies in the field of art history and criticism at least once every three years, taking into account the following indicators:

122.1. *Efficiency and effectiveness.* The ratio between the Doctoral Students in the field of art history and criticism and prepared doctors of science, the research papers published by the

Doctoral Students during the period of doctoral studies, the participation of Doctoral Students in research internships and conferences, the participation of Doctoral Students in research projects corresponding to the topics of their Dissertations, the employment and further career of Doctoral Students who have defended their Dissertations are assessed;

122.2. *Scientific resources.* The qualification of the researchers participating in the training of Doctoral Students in the field of art history and criticism must meet the established qualification requirements;

122.3. *Organization.* The training of Doctoral Students in the field of art history and criticism must be organized in a planned manner, by substantiating all stages of the process;

122.4. *Infrastructure.* Appropriate organizational and material preconditions must be created for high-quality doctoral studies in the field of art history and criticism and for the dissemination of scientific achievements of the Doctoral Students.

123. The Committee carries out the assessment in the following order:

123.1. it becomes acquainted with the self-analysis material submitted by the administrators of the Doctoral Institutions responsible for the process of doctoral studies in the field of art history and criticism;

123.2. it visits each Doctoral Institution:

123.2.1. discusses with the employees and researchers responsible for the doctoral process (the discussion process is as follows: process of admission, process of studies, procedures for graduation with a doctoral degree, typical problems and areas for improvement);

123.2.2. it discusses with the Doctoral Students (the discussion process is as follows: reasons for choosing the doctoral studies, process of the doctoral studies, scientific supervision, organization and provision of material related to the studies, typical problems and areas for improvement);

123.2.3. on the basis of the obtained qualitative and quantitative information, it evaluates the *efficiency and effectiveness, scientific resources, organization and infrastructure* of doctoral studies in the field of art history and criticism at the Doctoral Institutions.

123.3. it provides summarized conclusions on how to improve the quality of doctoral studies to the Senate/Research Council of the Doctoral Institutions and the Heads of the Doctoral Institutions.

Annex 1  
to the Regulations for Doctoral Studies in the  
Humanities Field of Art History and Criticism  
of Vilnius Academy of Arts,  
Lithuanian Institute of Cultural Research  
and Lithuanian Academy of Music and Theatre

## **REQUIREMENTS FOR THE DOCTORAL DISSERTATION**

1. The doctoral Dissertation in the field of art history and criticism consists of the following: the text of the Dissertation, a summary and the copies of scientific publications on the topic of the Dissertation by the person submitting the Dissertation for defence (hereinafter referred to as the Dissertation Candidate).

2. A scientific monograph written by the Dissertation Candidate without any co-authors may also be submitted as a doctoral Dissertation. A summary of the monograph must be provided. In this case, other scientific publications may be provided if they are required to present the topic of the Dissertation.

3. The volume of the text of the Dissertation text is from 6 to 15 author's sheets (one author's sheet is 40,000 characters).

4. Together with the Dissertation the Dissertation Candidate must also provide a list of scientific publications on the topic of the Dissertation, a list of scientific conferences where the results of the Dissertation research were presented, and a description of personal, scientific and creative activities.

5. Main parts of the Dissertation:

5.1. Introduction. It contains the substantiation of the problem, purpose and tasks of the research, description of relevance of the work, scientific novelty and presentation of the defence statements of the Dissertation. Worldwide research on the topic of the Dissertation and the contribution of the author to the issues examined are reviewed. The applied research methods, their expediency, reliability and limits of application are presented.

5.2. Body of the Dissertation. It must substantiate the reliability of the research, the relationship with the data of other researchers, and discuss other aspects that the Dissertation Candidate considers to be important.

5.3. Conclusions. They must summarize the results of the research, reflect the defence statements of the Dissertation and provide solutions to the tasks or problems presented in the introduction of the Dissertation.

5.4. List of used (quoted) literature, the list of archival sources, if required, is provided separately.

5.5. Annexes.

5.6. Acknowledgements may be included before the Introduction.

6. The Doctoral Student must prepare a detailed summary of the Dissertation:

6.1. it must include the definition of the problem investigated, the purpose and tasks of the research, a description of relevance of the work, scientific novelty and presentation of the defence statements of the Dissertation. The applied methods of research, the most important results and their conclusions defended by the Doctoral Student are presented.

6.2. At the end of the summary, a list of the Dissertation Candidate's scientific publications on the topic of the Dissertation, indicating the title of the journal (publication), year, volume, pages and co-authors, as well as a list of papers on the topic of the Dissertation presented at scientific events must be included. The information about the Dissertation Candidate presented in the summary must

include details on his/ her higher education studies, acquired degrees, professional activities, internships in foreign research and study institutions.

7. The first part of the cover page of the Dissertation must include the following:

- 7.1. institution where the doctoral Dissertation is defended;
- 7.2. name and surname of the Dissertation Candidate;
- 7.3. title of the Dissertation;
- 7.4. words “Doctoral dissertation”;
- 7.5. field of studies and area of studies, code of the area of studies;
- 7.6. place (city) and year.

8. The second part of the cover page of the Dissertation must include the following:

8.1. period and place of preparation of the Dissertation and the legal basis for the exercise of doctoral law;

8.2. if the Dissertation is defended externally, the words “Dissertation defended externally” must be added;

8.3. Supervisor and Adviser (s) of the Dissertation Candidate, if any. Information on the Supervisor and Adviser (s) must be presented in the following order: current pedagogical/ scientific position, degree, name, surname, workplace (full name), field and area of science and its code. If the Supervisor of the Dissertation Candidate was replaced, the previous Supervisor and the period of his/ her work must also be indicated. If the Supervisor or Adviser of the Dissertation Candidate is a foreign researcher, his/ her country must be indicated next to his/ her workplace.

9. The first part of the cover page of the summary of the Dissertation must include the following:

- 9.1. institution where the doctoral Dissertation is defended;
- 9.2. name and surname of the Dissertation Candidate;
- 9.3. title of the Dissertation;
- 9.4. words “Summary of Doctoral Dissertation”;
- 9.5. field of studies and area of studies, code of the area of studies;
- 9.6. place (city) and year.

10. The second part of the cover page of the summary of the Dissertation must include the following:

10.1. period and place of preparation of the Dissertation and the legal basis for the exercise of doctoral law;

10.2. if the Dissertation is defended externally, the words “Dissertation defended externally” must be added;

10.3. Supervisor and Adviser (s) of the Dissertation Candidate, if any. Information on the Supervisor and Adviser (s) must be presented in the following order: current pedagogical/ scientific position, degree, name, surname, workplace (full name), field and area of science and its code. If the Supervisor of the Dissertation Candidate was replaced, the previous Supervisor and the period of his/ her work must also be indicated. If the Supervisor or Adviser of the Dissertation Candidate is a foreign researcher, his/ her country must be indicated next to his/ her workplace;

10.4. title of the Dissertation Defence Council;

10.5. chairperson and members of the Dissertation Defence Council. Information on the members of the Council must be presented in the following order: current pedagogical position, degree, name, surname, workplace (full name), field and area of science and its code. If a members of the Council is a foreign researcher, his/ her country must be indicated next to his/ her workplace;

10.6. date and place of defence of the Dissertation (including the address);

10.7. institutions in the libraries of which the Dissertation can be reviewed.

11. If the doctoral Dissertation or its summary is written in a foreign language, the second cover page in Lithuanian must also be added.

Annex 2  
to the Regulations for Doctoral Studies in the  
Humanities Field of Art History and Criticism  
of Vilnius Academy of Arts,  
Lithuanian Institute of Cultural Research  
and Lithuanian Academy of Music and Theatre

## **REGULATIONS FOR THE DEFENSE OF DOCTORAL DISSERTATIONS**

1. These Regulations establish the rules of procedure of the council for the defence of doctoral Dissertations in the field of art history and criticism (hereinafter referred to as the Defence Council) formed in accordance with the Regulations for Doctoral Studies approved by the order No. V-149 of 8 March 2017 of the Minister of Education and Science of the Republic of Lithuania. The doctoral Dissertation is defended and the degree is awarded by the Defence Council in the field of art history and criticism of Vilnius Academy of Arts, Lithuanian Institute of Cultural Research and Lithuanian Academy of Music and Theatre, which is formed when a specific Dissertation is defended, after it is completed and submitted for defence.

2. The documents of the Defence Council are handled and the meeting for the defence of the Dissertation is organized by the Doctoral Student's institution.

3. The work of the Defence Council is organized by the chairperson of the Council. He or she:

3.1. performs an advance examination of the file of the person defending the Dissertation (hereinafter referred to as the Dissertation Candidate) and makes sure that the file and all meeting documents (ballot papers, voting protocol form, etc.) are prepared;

3.2. examines the received feedback, which must be submitted during the meeting of the Board of Defence or instructs a member of the Board of Defence to do so;

3.3. makes sure that the proper preparations are made for the meeting (means for audio recording of the meeting, presentation of visual material and, if required, translation during the meeting);

3.4. chairs the meeting of the Defence Council;

3.5. signs the documents of the meeting of the Defence Council.

4. Member of the Defence Council:

4.1. performs an advance examination of the Dissertation submitted for defence and assesses whether it is an original scientific work summarizing the research carried out by the Doctoral Student examining the problem of the field of studies, and whether its content meets other requirements for a doctoral Dissertation;

4.2. assesses whether the scientific papers of the Dissertation Candidate were published in peer-reviewed scientific publications, and whether the most important results of the research were announced in these papers;

4.3. assesses whether the results of the research were presented at international scientific events.

5. Dissertations can be defended in Lithuanian or another language. In cases where another language is used during the meeting, the need for translation into Lithuanian is determined by the Committee. During the meeting, the feedback on the Dissertation received from the non-participating members of the Defence Council and other comments are presented. If the Board of Defence consists of three members, all its members must be present at the meeting of such Board of Defence. The decision to award a doctoral degree is made if more than half of all members of the Defence Council vote in favour of it.

6. The meeting is considered legitimate if more than half of the members of the Defence Council are present (except in cases when the Defence Council consists of 3 members) (including those present by teleconference means).

7. The meeting of the Defence Council is public. Dissertations that may contain information constituting a state, professional or commercial secret, may be defended in a closed meeting.

8. The course of the meeting is as follows:

8.1. the Chairperson of the Defence Council, after checking that more than half of the members of the Defence Council are present at the meeting (including those present by teleconference means) and the non-participating members have submitted their written feedback on the Dissertation, informs the participants of the meeting about the quorum and presents the file of the Dissertation Candidate;

8.2. the Dissertation Candidate presents the problem, objectives and tasks of the Dissertation, the obtained results and conclusions of the research and answers the questions of the meeting participants;

8.3. the Supervisor and the Advisers of the Dissertation Candidate are provided with a speaking opportunity;

8.4. the chairperson of the Board of Defence announces the start of a scientific discussion;

8.5. the chairperson or the member of the Defence Council appointed by him/ her publicly reads the feedback on the Dissertation received from the non-participating members of the Defence Council and other comments; presents the remarks and conclusions formulated in the feedback, and the Dissertation Candidate is provided with an opportunity to express his/ her comments;

8.6. members of the Defence Council and guests are provided with a speaking opportunity; after any speech, the Dissertation Candidate may also request to speak;

8.7. the Dissertation Candidate speaks at the end of the scientific discussion;

8.8. after discussing with the Dissertation Candidate, the members of the Defence Council meet in a voting room and decide by voting whether he/ she should be awarded the doctoral degree:

8.8.1. the chairperson of the Defence Council distributes the ballot papers. Members of the Defence Council present by teleconference means also vote by sending a scanned copy of the completed ballot paper.

8.8.2. after the vote, the chairperson completes the voting protocol; the members of the Council have the right to check the results of the vote. The decision to award a doctoral degree is made if more than half of all members of the Defence Council vote in favour of it;

8.8.3. The members of the Defence Council approve the results of the vote by an open vote and all members of the Defence Council directly present at the meeting sign the voting protocol and the decision of the Defence Council as to whether the Dissertation Candidate should be awarded a doctoral degree;

8.9. The chairperson of the Defence Council reads the decision to the participants of the meeting and announces the end of the meeting.

9. After the meeting, the chairperson of the Defence Council returns the dissertation defence documents to the Doctoral Department.