

REGULATION ON THE ORGANISATION AND FUNCTIONING OF THE DOCTORAL SCHOOL OF GEOLOGY

Chapter I. General provisions

Article 1

1. The Doctoral School of Geology (hereinafter referred to as "DSG") functions as a department within the structure of the Faculty of Geology and Geophysics (hereinafter referred to as "FGG") of the University of Bucharest (hereinafter referred to as "UB").

2. The doctoral supervisors of the DSG scientifically cover a field positioned within the fundamental fields in the structure of the National Council for the Attestation of University Titles, Diplomas and Certificates (CNATDCU), more precisely within the: Mathematics and Natural Sciences, Earth Sciences Commission.

3. The Regulation for the organisation and functioning of the SDG (hereinafter referred to as the "Regulation of the DSG") include:

a. the provisions of the Regulation on the organisation and conduct of doctoral study programmes in the University of Bucharest approved by the Senate of the University of Bucharest on July 17, 2024, with subsequent amendments and completions (hereinafter referred to as the "UB Regulation") pursuant to Law no. 119/2023 on Higher Education, as subsequently amended and supplemented (hereinafter referred to as the "Law"), of the Framework Regulation on Doctoral University Studies approved by O.M.E. no. 3020/8 January 2024, with subsequent amendments and completions (hereinafter referred to as the "Framework Regulation") and of the Charter of the University of Bucharest of 2023 (hereinafter referred to as the "Charter");

b. additional provisions introduced for the definition of the specific activities of doctoral students in the specific subfield of the DSG, established by specific DSG methodologies;

c. provisions for acquiring or losing membership of the DSG, decision-making mechanisms, provisions for changing the doctoral supervisor, provisions for preventing fraud, conditions for interrupting the doctorate and the attendance obligations of doctoral students;

4. The DSG is subject to periodic evaluation of the institutional capacity to provide an integrated study and advanced research environment, at the highest national and international standards.

Chapter II. Doctoral School of Geology

Article 2

1. The staffing tables of the Doctoral School of Geology (DSG) include the positions of doctoral supervisors who are associated with the DSG in this regard, as well as the research staff from the academic guidance and integrity committees.

2. The following are part of the DSG: doctoral supervisors, academic and research staff from the guidance and academic integrity committees who are not doctoral supervisors, doctoral students,

postdoctoral researchers and auxiliary academic staff represented by the staff from the FGG Secretariat who drafts the documentation from the doctoral students' files.

a. The DSG is organised and operates with the doctoral supervisors from the FGG departments of the UB who have acquired this right, according to the law. DSG and other doctoral supervisors employed in other universities, research institutes or academies in the country and abroad who meet the legal conditions may join the DSG and opt for this association and their association is legally approved (Art. 5 of this regulation);

a.1. Upon request, other persons from the country and abroad may also become members of the DSG, doctors who have obtained the habilitation or the status of doctoral supervisor in the subfield of Earth Sciences according to the Romanian law. The acquisition of the membership of the DSG is subject to a standard procedure included in this Regulation in Art. 5;

a.2. The membership within the DSG may be withdrawn when it no longer meets the legal conditions or in case of violations of academic ethics and deontology. The decision will be taken within the Council of the DSG and will be brought to the attention of the doctoral supervisor. The withdrawal of the membership of the DSG is subject to a standard procedure included in this Regulation in Art. 5;

b. DSG members can be tenured members and non-tenured members, according to the law. A tenured member is a doctoral supervisor who holds a full-time, indefinite employment contract with the UB, one of the institutions of the University of Bucharest, or one of the partner institutions of the UB, in partnerships concluded under the law. A non-tenured member is a DSG member who simultaneously meets the following conditions: a. supervises doctoral students in the doctoral programme and b. does not have a full-time, indefinite employment contract with the UB, one of the institutions within the UB or one of the partner institutions with the UB, in partnerships concluded under the law.

3. The DSG structure includes:

a. The Director of the Doctoral School of Geology, hereinafter referred to as the "DSG Director", tenured member of the DSG;

b. the Council of the Doctoral School of Geology (hereinafter referred to as the "DSG Council"), a council comprising the Director of the DSG, doctoral supervisors of the DSG, and doctoral students of the DSG;

c. doctoral supervisors of the DSG;

d. the academic and research staff in the academic guidance and integrity committees of the DSG;

e. doctoral students of the SDG.

4. The DSG initiates, develops and permanently updates a website dedicated to the DSG, in which all the necessary information is publicly and transparently communicated to the DSG members and the general public. The website dedicated to the DSG informs transparently and bilingually, in Romanian and English, the academic community and the general public at least on the following aspects:

a. The Regulation of the DSG;

b. the Admission Regulation;

c. the template of the Contract for Doctoral Studies;

- d. the Procedure for the completion of doctoral studies, including the Procedure for the public defense of the thesis;
- e. the content of the study programmes;
- f. the scientific profile and thematic areas/themes of the doctoral supervisors in the field, as well as their institutional contact details;
- g. list of doctoral students in the field with basic information (year of enrolment, doctoral supervisor);
- h. information regarding the guidelines and standards for the drafting of the doctoral thesis;
- i. links to the abstracts of the doctoral theses to be publicly defended, as well as the date, time, place where they will be defended, at least 20 days before the defense;
- j. The structure of the DSG.

5. DSG organises an annual session of scientific conference titled Geodoct in which all doctoral students within doctoral programme (all active doctoral students) are obliged to participate in order to present their annual reports. The DSG can organise scientific congresses and symposia as an entity of the UB and FGG, alone or together with other partner institutions.

6. Admission to the doctoral study programmes cycle takes place in an annual session, in accordance with the calendar approved by the UB. The enrolment of the doctoral students is made starting with the first day of the academic year.

7. The form of education for doctoral study programmes is full-time and part-time. Doctoral studies are carried out on the basis of the advanced university training programme and the scientific research programme. The advanced university training programme is displayed updated together with the curricula and course syllabi on the DSG website.

8. After the completion of the doctoral training programme, the thesis will be defended before the academic guidance and integrity committee, in order to obtain the favourable scientific endorsement for the public defense of the thesis. The preliminary defense also involves the verification of the provisions of the Tuition Contract by the SD Council, as well as the verification of all the necessary documents in the doctoral student's file.

9. The doctoral student's academic guidance and integrity committee, as well as the doctoral thesis defense committee must include specialists in the field and subfield (specialty) of the respective thesis.

10. Along with the curricula of the DSG, doctoral supervisors draw up, for each doctoral student, an Individual Training Plan (ITP), which shall include the research reports, courses, reports, practical training, research project, participation in research programmes, research grants, national and international scientific conferences.

Article 3

1. The doctoral supervisors of the DSG shall meet at least once a semester at a general meeting, directly or by electronic means of videoconferencing (online), the date of the meeting being announced by e-mail and telephone.

2. The general meetings are validly constituted regardless of the number of tenured or non-tenured doctoral supervisors who participate, and the decisions are adopted with the vote of the majority of the members that are present. The decisions are consultative to the DSG Council, except in cases where the Law, Code, Charter, UB Regulation or DSG Regulation provide otherwise:

a. The CSUD Director, the Dean and the Vice-Dean of the FGG may participate in the meetings, without the right to vote. The DSG Director may invite the Directors of the FGG departments, as well as other persons, to participate in the meetings.

b. The SDG Director may decide to hold the meeting in a virtual environment and to adopt resolutions via electronic voting.

c. Decisions shall be taken following the consultation of the tenured and non-tenured doctoral supervisors and the debate of the proposals made within the DSG Council. The proposals shall be validated by their submission to voting by the DSG Director and by the vote of the full members.

d. DSG, within the limits provided by law, will support the access of doctoral students to libraries, laboratories, institutions, bodies and bodies capable of providing the information necessary for the completion of the doctoral thesis.

e. The DSG shall provide recommendations for documentation travels in the country or abroad, for study financing programmes and the logistics necessary to obtain inter-university mobility facilities.

Chapter III. Council of the Doctoral School of Geology

Article 4

1. The Council of the Doctoral School of Geology (hereinafter referred to as the "DSG Council") is elected according to the UB Regulations, under the conditions of Article 9 and is headed by the DSG Director.

2. The DSG Council shall include three members: the DSG Director, a doctoral supervisor and a doctoral student in the four-year doctoral training period including the extension period of doctoral studies.

3. The director of the DSG must be a doctoral supervisor and the academic rank of Full Professor;

4. The Director of the DSG and the doctoral supervisor member of the DSG Council are elected by universal, direct and secret vote for a five-year term office by the DSG tenured members. The doctoral student is elected by universal, direct and secret vote of the DSG doctoral students, in compliance with the provisions of art. 9, para. 5 of the UB Regulations;

5. The Director of the SDG chairs all Council meetings and signs its official documents. If the Director is unable to fulfill these duties, the SDG Council will appoint a temporary replacement from among its members, excluding the doctoral student representative.

6. The meetings of the DSG Council are validly constituted if the three members participate. The acts of the DSG Council are adopted by the vote of the three members of the Council.

7. The meetings of the DSG Council may be attended, without the right to vote, by the Director of the CSUD, the Dean, the Vice-Dean, the directors of the departments of the Faculty of Geology and Geophysics (FGG), the directors of the research centers within the FGG or other persons invited by the Director of the DSG.

8. The Council of the DSG has the following attributions:

- a. adopts the DSG Regulation, which it submits for approval to the doctoral supervisors and the FGG Council as well as for the approval of the CSUD;
- b. adopts the methodology regarding the internal standards and procedures for periodic quality assessment and professional ethics;
- c. adopts the doctoral study programme, including the training programme based on advanced university studies, which it submits for approval to the FGG Council and for approval by the CSUD;
- d. The SDG may grant recognition for prior doctoral study programmes and/or scientific research periods conducted nationally or abroad at recognised Higher Education Institutions or research centers, as well as for courses completed within university doctoral study programmes;
- e. decides to establish, within the DSG, the center for advanced doctoral studies, adopts the center's Regulation and appoints the director of the center, from among the doctoral supervisors;
- f. decides the establishment, within the DSG, of the postdoctoral center, adopts the regulation, appoints its director and approves the postdoctoral research plans;
- g. decides to establish, within the DSG, the Research Master's Studies Center and adopts its Regulation, which it submits for approval to the FGG Council;
- h. adopts the research Master's study programmes under the DSG, which it submits to the FGG Council for approval;
- i. decides on the establishment, within the DSG, of research centers or laboratories, approves the Regulations and appoints their directors;
- j. approves and substantiates, according to its own standards and criteria, the acquisition and termination of the membership of the DSG of the academic or research staff with the status of doctoral supervisor;
- k. sets standards and approves the affiliation and termination of affiliation to the DSG of academic and research staff who are not doctoral supervisors and who carry out academic or research activities at the DSG, including as members of the academic guidance and integrity committees;
- l. establishes standards and approves the official reviewers who are members of the doctoral committees and the composition of the doctoral committees;
- m. sets standards for external persons and doctoral students applying for membership of the DSG Council;
- n. establishes the minimum and indicative criteria for the content and form of the doctoral admission competition and approves the enrolment of doctoral students;
- o. adopts the template of the graduation certificate of the training programme based on advanced university studies;
- p. establishes the requirements for the elaboration and the standard format of the doctoral thesis ([Annex3](#));

- q. develops the framework template of doctoral cotutelle agreements of the DSG and submits it for approval to the CSUD;
 - r. decides to conclude the acts, agreements and partnerships regarding institutional collaborations with other doctoral schools of the University, as well as with doctoral schools within other IOSUDs, including participation in international consortia and carrying out doctoral studies in co-supervision with another doctoral school within the UB or with another IOSUD in the country or abroad, and submits them for approval to the CSUD;
 - s. adopts the necessary measures to ensure the quality of doctoral studies, for the proper conduct of the periodic evaluations of the DSG and doctoral supervisors, for the observance of the norms of ethics and deontology by doctoral supervisors and doctoral students;
 - t. approves the applications of doctoral students for financial support for research trainings in the country or abroad, following the agreement of the doctoral supervisor, and submits them for approval to the Director of CSUD;
 - u. approves the requests of doctoral students for extension, reduction, interruption or resumption of the doctoral activity;
 - v. establishes the regime of intellectual property rights for the doctoral thesis;
 - w. mediates conflicts between doctoral students and doctoral supervisors;
 - x. decides to change the doctoral supervisor;
 - y. may initiate the procedure for granting the quality of emeritus professor to university professors who have the quality of doctoral supervisor, upon retirement.
9. The DSG Council exercises the other attributions established by: Law, Code, Charter, UB Regulation, DSG Regulation or other normative acts.
10. The DSG regulation may decide to exercise the duties of the DSG Council or some of them after prior consultation with the doctoral supervisors.
11. Upon the request of the SDG Council, the doctoral student shall be invited to present the current stage of the thesis drafting and the chapters already completed, with the participation of the doctoral supervisor.
12. The DSG Council develops the Methodology for collecting and storing annual statistical data on the scientific performance of doctoral supervisors and doctoral students (Annex 2).
13. The DSG Council elaborates together with the DSG Secretary the Internal Evaluation Reports for the periodic accreditation of the DSGs.
14. The DSG Council coordinates the annual Geodoc scientific session of DSG doctoral students.
15. The DSG Council develops the DSG Regulation in consultation with all doctoral supervisors, members of the DSG and submits it for approval to the FGG Council and for approval by the CSUD.
16. The DSG Council proposes the fees for doctoral studies and their amount and submits them to the approval and approval of the FGG Council, the CSUD, the Board of Directors and the UB Senate.

Chapter IV: Workload allocation

Article 5

1. The SDG Director holds an executive management position and shall be remunerated at the level of a department director, notwithstanding that their position is included in the staffing table of a specific department.
2. The director of the center for advanced doctoral studies, the director of the postdoctoral center, the director of the center for Master's studies and the directors of the research centers or laboratories, all within the DSG, do not represent management positions and are not salarised.
3. Between 0.1 and 0.2 conventional hours (according to the decision of the DSG Council) are regulated for each supervised doctoral student, each member of the academic guidance and integrity committees, increased by the multiplicative coefficient of 1.25 if the doctoral thesis is written in an international language.
4. The members of the doctoral committee are remunerated in the hourly payment system, according to the norms and ceilings approved by the Board of Directors. It is regulated as follows:
 - a. the president of the committee: two conventional hours for participation in the public defense;
 - b. the doctoral supervisor: 15 conventional hours for the preparation of the report and participation in the public defense. In the case of the joint doctoral programme, the rule applies to both doctoral supervisors;
 - c. official reviewers: 10 conventional hours for the preparation of the report and two conventional hours for participation in the public defense.

Chapter V. The doctoral supervisor

Article 6

1. The doctoral supervisors within the DSG have the rights and obligations of the UB Regulation, according to Article 12.
2. A tenured faculty member or researcher with a permanent employment contract (for an indefinite period) and their primary position based at the UB, having the quality of doctoral supervisor, may become a member of the DSG with the approval of the UB Senate, after obtaining the opinions of the DSG Council, the FGG Council and the CSUD of the UB. In exceptional, well-justified cases, a doctoral supervisor may be a member of two doctoral schools of the UB, provided that he/she has obtained habilitation in two specific fields or provided that one of these doctoral schools has a multidisciplinary nature. The acquisition of membership in the second doctoral school is conditioned by the prior agreement of the majority of the doctoral supervisors within it, by the endorsement of the Faculty Council to which the respective doctoral school is subordinated and by the approval by the CSUD with the majority of its members, provided that the number of votes against is not greater than five. The doctoral supervisor can supervise doctoral students only in the fields for which he/she obtained the habilitation certificate(s), except for theses in cotutelle. These rules shall likewise apply to the establishment of new doctoral schools, and to the merger or splitting of existing ones, including doctoral schools of an inter- and/or multidisciplinary nature.

3. The position of the doctoral supervisor is registered either in the staffing table of a department or in the staffing table of the DSG, according to the decision of the doctoral supervisor. In order to have the primary norm in the DSG staffing table, it is necessary that more than half of the activity of the doctoral supervisor be conducted at the doctoral school.
4. The doctoral supervisor or research staff is subordinate to the Director of the DSG, for the part of the norm regarding the activity within the DSG and to the Director of the department, for the part of the norm regarding the activity within the department, regardless of whether the position is in the list of functions of the DSG or of the department.
5. Doctoral supervisors who reach retirement age and who are effectively involved in the activities of the DSG, may continue the activity of doctoral supervisors, under the conditions of the Law, either under a fixed-term employment contract or on an hourly basis, including as emeritus professors. They retain their status as doctoral supervisors and members of the DSG and can continue to supervise the doctoral students they have under the same conditions as the full doctoral supervisors until they disaffiliate from the DSG. In order to supervise new doctoral students, the agreement of the DSG Council is required. Doctoral supervisors who no longer have doctoral students in coordination can retain their membership of the doctoral school for a fixed period of three years, with the approval of the DSG Council and with the right of renewal.
6. If a retired doctoral supervisor wishes to cease the activity as a doctoral supervisor, he submits a request to the management of the DSG and resigns from their membership in the DSG. Consequently, the SDG Council shall decide upon the transfer of the doctoral students to other doctoral supervisors, contingent upon the latter's agreement.
7. Tenured doctoral supervisors who have not reached the retirement age but have no doctoral student under their supervision shall maintain their status as SDG members for a determined period of four years. Upon expiration of this period, the SDG membership may be retained for a maximum duration of two years, subject to the endorsement of the SDG Council and with the possibility of renewal. Doctoral supervisors whose posts are reserved in accordance with the law shall be exempted.
8. Doctoral supervisors who are not tenured and no longer supervise any doctoral student for three years are automatically withdrawn the DSG membership. This membership may be reacquired by undergoing anew the application procedure to exercise doctoral supervision within UB.
9. Persons who have the status of doctoral supervisor without having the status of tenure in the UB as well and who wish to exercise it within the DSG can become members of the DSG Council with the approval of the DSG Council, the FGG Council, the CSUD and with the approval of the UB Senate and they can supervise doctorates under the same conditions as the tenured doctoral supervisors.
10. The number of doctoral students, in various stages of the doctoral study programme, who can be simultaneously supervised by a doctoral supervisor working at the UB is eight. Above this limit, starting with the academic year 2026-2027, but without exceeding the maximum number of 12 doctoral students for no more than 20% of the doctoral supervisors in a doctoral school, the prior approval of the DSG Council and the approval of the UB Senate are required.
11. The maximum number of doctoral students who can be supervised simultaneously by a doctoral supervisor working within the DSG, according to paragraph 10, may be exceeded only exceptionally and only for a determined period. This situation may exist as a result of resumption of the doctoral programme after interruption or when assuming the supervision and guidance of doctoral students from other doctoral supervisors. The approval of the DSG Council, of which he/she is a member, and the approval of the CSUD is required. The respective doctoral supervisor shall not open new vacant doctoral

student positions until the number of doctoral students supervised simultaneously falls below the maximum number provided for in paragraph 10.

12. The following are not included in the number of doctoral students provided for in para. 10 and 11, on the date of the doctoral admission competition: doctoral students who are in interruption of activity; doctoral students who have publicly defended the doctoral thesis, but have not yet been validated; doctoral students who redo or complete the thesis following failure to pass the public defense or invalidation; doctoral students in co-supervision/co-direction, for which the doctoral supervisor does not have the main quality.

13. The doctoral supervisor is supported in his/her activity with the doctoral student by academic guidance and integrity committee, which usually consists of three members. At least one member of this committee is from outside IOSUD. The members of the academic guidance and integrity committee cannot be nominated in the public defense committee of the doctoral thesis. The doctoral supervisor may, based on sound reasons, modify the composition of the academic guidance and integrity committee.

14. The rights of the doctoral supervisor include:

- a. the right to guide and evaluate the activity of the doctoral student, with respect for professional and university autonomy;
- b. the right to propose the academic guidance and integrity committee and the public defense committee of the doctoral thesis;
- c. the right to an impartial internal and external evaluation based on a methodology specific to the evaluation process, the content of which has been brought to the attention of all doctoral supervisors;
- d. the right to know the results of the internal and external evaluation of their own activity;
- e. the right to refuse to declare a candidate admitted to the competition for admission to doctoral studies and to refuse to supervise the doctoral thesis on one of the topics proposed, if he/she considers that there are elements that do not allow the development of the doctoral degree programme in good conditions;
- f. the right to refuse to continue supervising a doctoral thesis, when they consider that there is or may arise a situation of conflict of interest and/or violation of legal and/or deontological norms;
- g. the right to refuse to take over the guidance of a doctoral student from another doctoral supervisor, when he/she considers that there is or may arise a situation of conflict of interest and/or violation of legal and/or deontological norms;
- h. the right to request the DSG to organise an admission contest for each vacant doctoral student position in its portfolio;
- i. the right to decide the elements of study within the training programme based on advanced university studies in which the doctoral student must participate, in compliance with the rules established by the DSG.

15. The duties of the doctoral supervisor include:

- a. to ensure the scientific, professional and deontological guidance of each doctoral student;
- b. to provide assistance in the scientific research activity of the doctoral student;
- c. to propose the research topics;

- d. to objectively and rigorously monitor and evaluate the activity of doctoral students;
 - e. to support the mobility of doctoral students;
 - f. to avoid conflicts of interest in the guidance of doctoral students;
 - g. to complete the Annual Self-Assessment Report of the doctoral supervisor ([Annex 2](#)) and to send it to the FGG Secretariat by December 20 of each year at the latest.
16. A doctoral supervisor may supervise no more than four postdoctoral researchers simultaneously. The provisions of paragraph 9, 10 and 11 shall apply accordingly.
17. The total cumulative maximum number of doctoral students and postdoctoral researchers who can be supervised simultaneously by a doctoral supervisor may not, under any circumstances, exceed 16.
18. The standardisation of the doctoral supervisors in the DSG is made according to the UB Regulation, Article 13.
- a. The teaching workload of a Full Professor, respectively of an Associate Professor, respectively of Lecturer / [Head of Practical Works / Assistant](#), who has the quality of doctoral supervisor, is established in accordance with the provisions of art. 211 (12) of Law no. 199/2023 on Higher Education.
 - b. The workload allocation for doctoral supervision is calculated for a maximum of 12 doctoral students, covering the entire period of their doctoral study programme, from enrolment until the public defense of the doctoral thesis, including those under an extension of the doctoral programme. No workload allocation shall be granted for doctoral students who are not included in the maximum limit of 12 simultaneously supervised students.
 - c. The number of supervised doctoral students envisaged in the workload allocation is the one on the first day of the academic year and is not influenced by the increase (by resuming the activity after the interruption, taking over from another doctoral supervisor, the activity of redoing or completing the doctoral thesis, etc.) or the decrease (by defending the doctoral thesis, interruption, expulsion, change of the doctoral supervisor, death, etc.) of the number of doctoral students during the academic year.
 - d. A teaching workload of 0.5 conventional hours is allocated for each doctoral student who writes the doctoral thesis in Romanian and $0.5 \times 1.25 = 0.63$ conventional hours for each doctoral student who writes the doctoral thesis in an international language.
 - e. In the case of the cotutelle/co-direction doctorate, regardless of the form of the cotutelle /co-direction (interdisciplinary, national, international), workload should be allocated only the activity of the primary doctoral supervisor at the UB.
 - f. For the training programme based on advanced university studies, the average weekly workload registered in the staffing table is calculated based on the total number of physical hours provided in the curriculum, divided by 28 weeks and multiplied by the coefficients of 2.5 conventional hours per lecture hour in Romanian or 1.5 conventional hours per seminar hour in Romanian, to which an additional multiplication coefficient of 1.25 is applied for the activities held in an international language.
 - g. In the case of postdoctoral supervision, the same rules are applied for workload allocation as in the case of doctoral supervision, and the workload can be allocated for the supervision of no more than four postdoctoral researchers.

h. The doctoral supervisors who supervised doctoral students who obtained the title of doctor after defending their doctoral thesis, will benefit from salary increases at the proposal of the Director of the CSUD, with the approval of the Board of Directors of the UB (CA). The amount of the salary increase will be established by the Board of Directors.

i. The person applying for the doctoral supervision at the DSG must cumulatively meet the following minimum standards:

i.1. to be in possession of the habilitation certificate;

i.2. to meet the minimal standards of scientific performance established by the CNATDCU, at the time of submission of the application and the criteria established by the DSG ([Annex 1](#));

i.3. to prove the ability to guide students and coordinate research projects.

i.4. not to be excluded from another doctoral school.

j. The process of organising and conducting the affiliation of a new DSG member is coordinated by the DSG Council, in five stages:

j.1. submission of the application for affiliation and the candidate's file to the FGG Secretariat;

j.2. the appointment by the DSG Council of a review and evaluation committee composed of three tenured members of the DSG, presided by the DSG Director;

j.3. The review of the application file and the proposal regarding the candidate's affiliation or non-affiliation with the SDG, based on official report/Minutes, signed and endorsed by all committee members, which must clearly specify the manner in which the criteria were met and the justification for accepting or rejecting the candidacy;

J.4. Appeals: The candidate may appeal the rejection decision within 48 hours. The appeal shall be reviewed by a new committee of doctoral supervisors, consisting of three members appointed by the SDG Director within one week. If the new evaluation does not confirm the fairness of the rejection, the right to affiliation is considered justified, and the process moves to the fifth stage. The appeals committee must draw up official Minutes/report providing a sound justification for the reasons behind reversing the decision. If the new review confirms the negative outcome, the rejection becomes final, and no further appeals will be permitted. In the event of a final rejection, the candidate's file is to be returned immediately, recorded in the meeting Minutes, and communicated to the CSUD.

j.5. endorsing and approving the affiliation or rejection proposal formulated by the DSG Council. The candidate is declared admitted to the DSG and obtains the status of DSG member after the positive opinions of the FGG Council, CSUD, the Board of Directors and the approval of the UB Senate. The rejection proposal is communicated within five days from the decision.

k. DSG members can permanently or temporarily lose their membership in the event of serious deviations from the norms of academic ethics and deontology. The suspension of DSG membership can be carried out for a period of between one and three years.

l. The deviations for which the permanent or temporary loss of membership of the DSG can be requested are the following:

- 1.1. the existence of a final decision of the Academic Ethics and Deontology Committee, concerning the member of the DSG;
- 1.2. repeated non-involvement in the work of the DSG and failure to comply with the requirements or deadlines set by the DSG Council. In this case, the DSG Council may establish the appropriate sanctions for the respective DSG member: limitation of the number of doctoral places, the number of budgeted doctoral places, withdrawal of the teaching of courses within the DSG, temporary or permanent loss of DSG membership;
- 1.3. other situations provided for in the current legislation or in the methodology regarding the monitoring, evaluation and quality assurance of doctoral studies in force at the UB level.
- m. The process of exclusion or suspension of DSG membership is coordinated by the DSG Council, in four stages:
- m.1. initiation of the procedure following a complaint or ex officio notification. The procedure may be initiated by the DSG Director, the DSG Council or the FGG Council;
- m.2. the appointment, by the DSG Director of a committee to analyse and assess the situation created, composed of two tenured members of the DSG, presided by the DSG Director;
- m.3. analysis of the situation and taking the decision on the exclusion or suspension of the DSG member. A report/minutes will be drawn up, signed and endorsed by all the members of the committee, in which the arguments for exclusion, suspension or maintenance in the DSG will be clearly specified. The decision of the committee shall be communicated within five days from its signing;
- m.4. The respondent may challenge the decision by sending the DSG Council a reasoned memorandum, signed and dated, within one week from the date of notification in this regard. The analysis of the appeal is carried out by a new committee of doctoral supervisors made up of three members appointed by the Director of the DSG within one week. This committee analyses only the arguments brought by the requested member and not the correctness of the initial decision. If the initial decision is changed, the appeals committee must draw up a report/minutes with a thorough justification of the reasons for the change of decision. The decision of this committee is final. If the new analysis confirms the negative result, the rejection is considered final and a new appeal is no longer admitted. If other DSG members are affected by this decision, the DSG Council will manage the newly created situation;
- m.5. endorsing the committee's decision in the DSG Council. The procedure is completed following the endorsement in the FGG Board, CSUD, the Board of Directors and the UB Senate, stages that are carried out based on the regulations of these institutions.

Chapter VI. The doctoral student

Article 7

1. The doctoral student has the status provided by the Law, the Framework Regulation, the UB Charter, the UB Regulation, the DSG Regulation and the other norms adopted by the UB, FGG and DSG.
2. The rights and obligations of the doctoral student are established through the Contract for Doctoral Studies concluded between him/her, the doctoral supervisor and the legal representative of the institution.
3. The doctoral student has the following rights:

- a. to benefit from the support, guidance and coordination of the doctoral supervisor;
- b. be represented in DSG decision-making forums;
- c. to enrol in courses and seminars organised by other doctoral schools, in compliance with the regulations established by them;
- d. to be informed about the curriculum of doctoral studies within the DSG;
- e. to participate in seminars, working meetings, lectures of the research staff within IOSUD when relevant topics for the elaboration of the doctoral thesis are discussed;
- f. to carry out research activities relevant to the doctoral study programme together with teams of researchers from IOSUD or from Research and Development Units that have concluded institutional agreements or partnerships with IOSUD-UB;
- g. to be co-opted in the research project teams within IOSUD-UB that carry out activities relevant to the subject of the doctoral thesis;
- h. to benefit from national or international mobilities;
- i. to benefit from institutional support for participation in international conferences, congresses, summer/winter schools in the chosen field of the doctoral thesis, in accordance with the UB Methodology for supporting high performance in the research activity of doctoral students;
- j. to benefit from support services addressed to students at the level of IOSUD-UB;

4. The doctoral student has the following obligations:

- a. to comply with the programme and deadlines established together with the doctoral supervisor and to fulfill their obligations to defend the works and results of the research;
- b. to be in permanent contact with the doctoral supervisor and to respect the institutional discipline;
- c. to comply with the principles of ethics and academic integrity, the norms of academic integrity, during the doctoral studies and the elaboration of the doctoral thesis;
- d. to carry out the mandatory activities proposed by the CSUD and approved by the UB Senate;
- e. to mention their SDG affiliation in any publication resulting from their research activity related to the doctoral thesis topic, for the entire duration of their doctoral studies, from enrolment in the SDG until the termination of their Contract with the SDG. Their affiliation with the SDG shall be published in the language of the respective paper, in the following format: "Doctoral School of Geology, Faculty of Geology and Geophysics, University of Bucharest, Bd. N. Bălcescu nr. 1, Sector 1, code 010041, Bucharest, Romania". This affiliation may be accompanied by affiliations with other institutions, if applicable;
- f. to fill in the Annual Self-Assessment Report of the doctoral student ([Annex 2](#)) and to send it to the FGG Secretariat by December 20 of each year at the latest.

5. The compulsory activities of doctoral students during the four years of doctoral studies, both for those enrolled in full-time education and for those enrolled in part-time education, are:

a. participation in at least two international conferences with an oral presentation or poster, in an international language as follows:

- two abroad, for students enrolled in full-time education;
- at least one abroad, for those in part-time education;

b. participation in at least one national conference organised outside the UB, with an oral presentation;

c. presentation of the doctoral thesis results at least once at the Geodict Annual Scientific Communications Session;

d. participation in a training session for writing scientific projects, managing research projects and attracting financial resources, organised at UB level, at national or European level;

e. participation in the public defenses of the doctoral and habilitation theses in the doctoral field in which the doctoral student is enrolled, which can constitute examples of good practice, at least four public defenses over the four years.

6. In addition to the five mandatory activities listed in paragraph 5, on the recommendation of the doctoral supervisor, the doctoral students enrolled in the full-time education form will choose five other mandatory activities from the list below, and those enrolled in the part-time education form will choose two other mandatory activities from the same list:

a. participation in at least one training session for writing scientific articles organised at UB, national or international level;

b. participation in scientific events or debates on research topics organised at the level of doctoral schools, faculties, UB, ICUB, having as guests established/recognised researchers in the field of doctoral thesis as well as in the official sessions of awarding the titles of Doctor Honoris Causa by the UB;

b. attendance in courses, seminars, exams, evaluations held by the doctoral supervisor in the Bachelor's or Master's programmes, at least one activity per academic year;

c. participation in a summer school in the country or abroad in the field of the doctoral thesis;

d. participation in at least one training session in the field of ethics of scientific research, organised at UB level;

e. participation in at least one orientation, counseling, coaching programme for the career of scientific researcher offered at institutional level;

f. presenting the recent international achievements in the field of the doctoral thesis in an accessible manner to the general public, and popularising them in a public session as part of UB's science outreach and promotion activities;

g. participation in organising committees of summer schools, conferences, scientific communication sessions, science promotion actions, organisation of scientific seminars, hands-on learning workshops;

h. involvement on topics related to the theme of the doctoral thesis in international scientific

collaboration networks, from CIVIS or from other networks in the country or abroad, indicated by the doctoral supervisor;

i. engagement in a volunteer activity, such as involvement in monitoring and managing the SDG websites and social media channels (LinkedIn, YouTube, Facebook, Instagram, etc.), serving on faculty committees for exam supervision or scholarship allocation, or participating in other events of institutional or social interest.

7. The doctoral students enrolled in the full-time education form will present in the monthly reports in a section dedicated to compulsory activities, a description of them in the month of completion, which will include the proof of participation/involvement (attendance list, certificate from the organisers, etc.) endorsed by the doctoral supervisor. The completed and signed monthly reports will be submitted to the FGG Secretariat no later than the 27th of the month.

8. Doctoral students enrolled in part-time education will prepare a semester report, which, in addition to the section dedicated to research activity, will contain a section dedicated to compulsory activities, with a description of them and indication of the periods when they were performed, which will include proof of participation/involvement (attendance list, certificate, from the organisers, etc.) endorsed by the doctoral supervisor.

9. At least half of the compulsory activities will be carried out in the first three years of the doctoral study programme. Every six months, the Director of the DSG will submit a report to the CSUD on the status of the mandatory activities for each doctoral student. The procedure for completing the doctoral studies will be initiated only after the completion of the mandatory activities in the chosen portfolio.

10. The mandatory activities of doctoral students shall be included in the Contract for Doctoral Studies, which is concluded with each doctoral student separately and is signed by the doctoral student, the doctoral supervisor and the legal representative of IOSUD. For doctoral students enrolled in previous years, a number of mandatory activities will be set by an addendum to the concluded Contract for Doctoral Studies, proportional to the number of years remaining in the doctoral programme, at least two activities per year. The activities performed by doctoral students before the academic year 2025/2026, which are among those listed in art. 6, will be taken into account when accounting for the total number of mandatory activities performed.

11. For the doctoral training activity, the doctoral student is under the authority of the doctoral supervisor (of both doctoral supervisors, in the case of cotutelle/co-direction), assisted by the academic guidance and integrity committee, as well as under the authority of the DSG Council and Director.

12. In order to ensure a coherent scientific path, the doctoral student shall present, at his request and at least once every 12 months, a presentation of the progress of his scientific research programme before the academic guidance and integrity committee and the doctoral supervisor, who have the role of guiding, correcting and supporting the scientific path of the doctoral student.

13. For the teaching activities, the doctoral student shall be under the authority of the tenure course/discipline holder, as well as the Department Council and Director, and the SDG Council and Director.

14. The duration of doctoral studies is four years. For good reasons, the duration may be extended by a maximum of two years, under the law.

15. Doctoral studies may be interrupted, for good reasons, for a maximum period of three years, under the conditions of the law.

16. The duration of the doctoral studies is extended with the cumulative periods of interruption and/or extension. As a rule, the cumulative periods of interruption and/or extension may not exceed five years. To these are added, as an extension without fee, the period that elapses between the official submission of the doctoral thesis and the issuance of the title of Doctor, so as not to affect the right of the doctoral student to publicly defend the doctoral thesis.

17. The doctoral student may submit the requests regarding the changes that occurred during the doctoral studies at the DSG, as a rule, before the effect produced by the request.

18. At the motivated request of the doctoral student, the DSG Council may decide to change the doctoral supervisor, if the legal or contractual obligations assumed by the latter have been found to be non-fulfillable, for reasons related to the guidance relationship between the doctoral supervisor and the doctoral student or if the unavailability of the doctoral supervisor is found. Within 30 days at the latest, the DSG Council designates, with the approval of the DSG Director and the IOSUD-UB management, another doctoral supervisor within the same field specified in the study contract, having as priority the possibility that the doctoral student can complete the doctoral programme.

19. If no available doctoral supervisor is identified, IOSUD-UB takes steps to facilitate the academic mobility of the doctoral student within the same field but at another IOSUD;

20. The public defense of the doctoral thesis represents the exam for the completion of the doctoral studies. The defense of the doctoral thesis in a public meeting takes place in front of the public defense committee, hereinafter referred to as the "doctoral committee", after the completion of the internal procedure for the completion of the doctoral studies. The setting of the date for the public defense of the doctoral thesis can take place only after the favorable evaluation of the doctoral thesis by all the members of the committee, in accordance with the internal procedure for the completion of the doctoral studies.

21. IOSUD-UB issues the decision to award the Doctoral Diploma, signed by the Rector, prepares and issues the Doctoral Diploma within 30 calendar days from the receipt of the assent from CNATDCU regarding the observance of the administrative procedure carried out at IOSUD-UB level.

22. The status of doctoral student ceases upon the issuance of the expulsion order.

23. The doctoral student becomes a graduate upon the official submission of the doctoral thesis to the secretariat of the doctoral school, and after completing all the subsequent stages related to the completion of the doctoral studies, the title of doctor is awarded by issuing the Doctoral Diploma.

Chapter VII. Admission to doctoral studies

Article 8

1. A candidate for the position of doctoral student shall be declared admitted to the doctoral studies organised within the DSG after completing the selection process for the vacant positions of doctoral student established by the doctoral supervisors within the DSG. The vacant positions of doctoral student are proposed for filling within the admission sessions organised by the UB through the DSG, regulated by the DSG Admission Regulations.

2. The selection of the candidate for a vacant position of doctoral student is made by DSG following an admission competition, conducted according to this DSG Regulation, in compliance with the following steps:

a. registration of candidates;

- b. the selection process of candidates for the positions funded through doctoral grants and those on a fee-paying basis;
 - c. the distribution of candidates on the positions funded from the state budget through doctoral grants and on those with fee;
 - d. posting the results of admission and solving appeals.
3. The doctoral admission competition is held within the DSG in the presence of the doctoral supervisors who have proposed doctoral topics for the respective admission sessions. The candidate who does not receive the consent of any doctoral supervisor until the end of the competition procedure will be declared rejected.
 4. The admission competition can be held physically or via videoconference, in compliance with the legal provisions and the specific conditions imposed by the DSG Admission Regulation.
 5. The ranking of the candidates who presented for admission competition is made in descending order of the admission average, in order to fill the positions funded from the state budget, respectively the fee-paying ones, allocated in advance by the CSUD and is carried out by the admission committee based on the DSG's own Admission Regulation.
 6. The allocation of positions funded thorough doctoral grants from the state budget is made by the Competition Committee by classifying all candidates on a single list.
 7. In case of equal averages, the selection of candidates shall be made based on the criteria provided in the DSG Admission Regulation.
 8. The single list includes all candidates declared admitted, specifying whether they are admitted on budget-funded positions or on fee-paying ones and depending on their options.

Annex 1. Minimum standards for affiliation to the Doctoral School of Geology (DSG)

The minimum standards for DSG affiliation shall be met cumulatively and are defined as follows:

1. The candidate must have a habilitation certificate in Geology;
2. The candidate must have a Hirsch index greater than 10 (ten), calculated within the Web of Science;
3. The candidate must prove a professional experience in mentoring doctoral students, explaining through concrete, successful examples of his/her contributions to the previous mentoring of doctoral students;
4. The candidate must meet the CNATDCU minimal standards in force regarding habilitation, if he/she has previously supervised doctoral students abroad as a doctoral supervisor at foreign universities or research institutes;
5. The candidate must meet 25% of the value of the CNATDCU minimum standards in force in relation to the last five years, thus demonstrating the constancy of his/her scientific activity.
6. The candidate must submit to the DSG Affiliation Committee a document detailing his/her academic and scientific research plans that he/she envisages within the DSG;

7. The candidate must provide proof of permanent residence in Romania or residence in Romania for a period of at least six uninterrupted months per year;
8. The candidate must not have been rejected from another doctoral school, university or research institution on the basis of ethical or deontological deviations;
9. The candidate must not have been a doctoral supervisor in the case of theses definitively invalidated by the CNATDCU or by other institutions or universities.

Annex 2. Structure of the Annual Self-Assessment Reports

Structure of the Annual Self-Assessment Report of the doctoral supervisors of the Doctoral School of Geology (DSG)

The structure of the annual research report for DSG doctoral supervisors is as follows:

1. Published ISI articles;
2. Published BDI articles;
3. Other types of published articles;
4. Published books or book chapters;
5. Published abstracts;
6. Other scientific contributions;
7. Ongoing research projects;
8. Significant scientific results;
9. Prizes obtained;
10. Field activities carried out;
11. National and international collaborations;
12. Activities to popularise Geology;
13. Membership in editorial boards of national or international periodicals;
14. Invitations to international conferences (key lecturer);
15. Member of committees for the defense of doctoral theses at foreign universities.

Structure of the Annual Self-Assessment Report of the doctoral student of the Doctoral School of Geology (DSG)

The structure of the annual self-assessment report of the DSG doctoral student is as follows:

1. Published ISI articles;
2. Published BDI articles;
3. Other types of published articles;
4. Published books or book chapters;
5. Published abstracts;
6. Other scientific contributions;
7. Ongoing research projects;
8. Significant scientific results;
9. National and international collaborations;
10. Prizes obtained;
11. Field activities carried out;
12. Activities to popularise Geology.

Annex 3. Structure and quality of doctoral theses defended within Doctoral School of Geology (DSG)

The doctoral thesis will be written in Romanian or in a foreign language of international circulation, with diacritics, with Arial or Times New Roman fonts of 12p., in one line, 20mm margins (all), "justified" indentation, with all pages numbered, starting with the first page of text. The printed copy will be printed on both sides of the page, preferably spirally bound and with transparent covers. Titles

and subtitles are written in Arial or Times New Roman characters of 14p. and 12p., bold, indented "centered" or "justified". Writing the thesis in English is encouraged. In addition to the printed copies of the thesis, all documents will be attached in digital format and digital medium, including the thesis itself.

The recommended structure of an DSG doctoral thesis is as follows:

1. Introduction: an introduction to the thesis topic, its significance and context, the research problems, the objectives of the undertaken research, and a brief history. Scientific rationale for the conducted research;
2. Geology of the studied area/region: detailing the geological structure from a stratigraphic, structural, tectonic, geophysical, paleontological, mineralogical, petrographic, geological historical point of view;
3. Material and methods: detailing the primary data collected and their interpretation by specific methods, field or laboratory. The primary data will also be presented from the point of view of their storage, in order to verify any kind from an ethical point of view and to prevent academic fraud. The interpretation of the data and the mathematical/statistical apparatus used will be rigorously detailed. The research methodology, the theoretical and applicative bases in obtaining the results. The construction of conceptual models and, if applicable, of the physical-mathematical models involved in the development of the studied processes;
4. Research history: all scientific contributions to the subject of the thesis are mentioned, in chronological order, highlighting and constructively commenting on the contributions of each previous author;
5. Results: all the results obtained during the researches undertaken, the way of interpreting the primary data, the interpretation of the results obtained, the limits and significance of these results, highlighting the novelty of some of the results obtained, opening new ways of continuing the research, are presented in detail;
6. Discussions: the interpretation and importance of the data obtained are critically and logically detailed;
7. Conclusions: includes a list of conclusions of the entire scientific research approach and the main results obtained;
8. Bibliographic list;
9. Larger drawings, maps, graphs and other illustrations;
10. Annexes: details on the primary data collected and interpreted or on the research history;
11. The title page (cover page) of the thesis shall include the following elements:
 - a. name of the institution: University of Bucharest, Faculty of Geology and Geophysics, Doctoral School of Geology;
 - b. type of doctorate and thesis field: "Doctoral thesis in Geology"
 - c. first and last name of the author;
 - d. the title of the doctoral thesis;

e. the academic rank, first name and surname of the doctoral supervisor;

f. If the thesis is elaborated in cotutelle, the necessary additional elements required by the partner university shall be written.

12. The Table of Contents follows the title page (cover page), preceding the actual text of the thesis, and concludes with the List of the Thesis Annexes.

13. At the end of the thesis, after the final annex, the declaration on one's own responsibility must be added.

Regardless of the language in which it will be written, the doctoral thesis shall comply with the following principles:

1. the grammar of the language used must be perfect, in accordance with all its rigors. It is recommended and encouraged to make intensive use of the automatic grammar correction function in the text processor used (MS Word or equivalent), in order to avoid typographical errors;

2. the writing style of the doctoral thesis is strictly scientific, rigorous, impersonal, concise and clear, corresponding to the norms of scientific writing;

3. each in-text citation will have a unique correspondent in the bibliographic list and also each title in the bibliographic list will have a correspondent in the in-text citations;

4. the text of the thesis is completely original, without similarities of text of any kind with previously published texts, plagiarism not being tolerated in any form;

5. the thesis must undoubtedly demonstrate its author's mastery of the research methodology;

6. The Bibliographic List shall be formatted in agreement with the doctoral supervisor, in accordance with the usual formatting of the respective research subfield. The bibliographic list shall contain a representative number of titles, associated with their correct citations in the main text of the thesis, except for niche topics, with limited bibliography. The use of bibliographic management software is encouraged;

7. the graphics of the thesis and tables are clear, suggestive, unambiguous, digital, in vector or raster format, processed with appropriate image processors;

8. the thesis will strictly correspond to all the norms of Academic Ethics and Deontology;

9. the use of quotation marks is not recommended, the citation system will be used intensively in close connection with the bibliographic list;

10. The doctoral thesis must be entirely original in terms of its primary data, interpretation, results, and conclusions; it must constitute a novelty and a demonstrated contribution to the advancement of knowledge in the respective field of research.

Dean of the FGG

Director of the DSG

Professor Dr. Eng. Lucian Petrescu

Professor Dr. habil. Eng. Mihai Emilian Popa