

Based on Articles 34 and 35 of the Higher Education Act (ZViS-1) (Official Gazette of the Republic of Slovenia, No. 56/25) and Article 16 of the Statute of the International School for Social and Business Studies (hereinafter: ISSBS) (No. 4/2025 – Statute), the Senate of ISSBS, at its 167th session held on 25 February 2026, adopted the following:

## **Regulations for Doctoral Studies**

### **I. General provisions**

#### **Article 1**

These regulations shall provide:

- key components of doctoral studies,
- requirements for mentors and co-mentors of doctoral students,
- procedure for producing and confirming a research plan,
- procedure for confirming a contribution at a scientific conference,
- procedure for confirming a scientific article,
- procedure for producing and confirming a doctoral dissertation disposition,
- procedure for producing, confirming and defending a doctoral dissertation,
- promotion to Doctor of Science.

#### **Article 2**

As part of the doctoral study programme (hereinafter doctoral programme), the ISSBS shall organise education and scientific research training for doctoral students (hereinafter students) in order to receive the Doctor of Science title.

#### **Article 3**

The Head of the doctoral study programme (hereinafter: Head of the Programme) coordinates the implementation of the doctoral programme. The Head of the Programme is proposed by the Dean for appointment by the ISSBS Senate (hereinafter: Senate). Upon the proposal of the Dean, the Senate may also appoint a Co-Head of the doctoral study programme, who may also be a foreign higher education teacher.

The Senate shall appoint the Commission for Research and Doctoral Studies (hereinafter CRDS). The composition of CRDS and its competencies are provided in the Statute.

A CRDS member also being either mentor or co-mentor of a doctoral student, shall be excluded from matters regarding the student during CRDS procedures.

#### **Article 4**

If the course lecturer, mentor, co-mentor, member of the Commission for disposition assessment (hereinafter CDA) or of the Commission for Assessment of Dissertation (CAD) on the doctoral programme is a foreigner who does not have a valid Slovenian election to the title or a valid translation of the election, before carrying out the teaching unit or before being appointed as a mentor, co-mentor or committee member, the process of translating the title, as defined by the Criteria for appointment to the titles of higher education teachers, researchers, and faculty assistants of the ISSBS has to be done.

## Article 5

The written obligations of the doctoral programme, including the research plan, the doctoral dissertation disposition (hereinafter disposition) and the doctoral dissertation (hereinafter dissertation) are usually written in the language in which the doctoral programme was announced (Slovene or English). As a rule, presentations and defenses are also held in the same language, as well as the procedures from these Regulations. CRDS decides on a different proposal at the request of the student.

Obligations, such as a contribution to a scientific conference and publication of a scientific article are in the language in which the conference is held or scientific articles are published in the journal.

All publications related to the student's research work in the framework of the doctoral studies must indicate the affiliation "International School for Social and Business Studies".

## II. Mentor and co-mentor

### Article 6

A mentor/a co-mentor shall be a higher education teacher with the title of Assistant Professor, Associate Professor or Full Professor who meets the following conditions:

- has been a mentor or at least co-mentor on a completed doctoral dissertation, or a mentor on at least one completed master's degree or at least one completed mentorship on the Bologna system second cycle;
- demonstrates research activity in the field of dissertation:
  - o as a rule qualifies as leader of an applied or basic research project according to the ARIS (Slovenian Research and Innovation Agency) methodology,
  - o as a rule by leadership or membership in a project group of national or international research projects over the past 5 years and
  - o by articles and other publications not older than 5 years;
- has been determined by the Nakvis Criteria for Accreditation and External Evaluation of Higher Education Institutions and Study Programmes.

When appointing a (co)mentor, the principle of preventing conflict of interests is considered. The appointed person is obliged to warn the person who appoints him if they are related to the student by family, affinity or in any other way, which could lead to a conflict of interests.

Recommended maximum number of doctoral students per mentor is determined by the Nakvis Criteria for Accreditation and External Evaluation of Higher Education Institutions and Study Programmes.

Active (co) mentoring is considered to be (co) mentoring to students for whom no more than two years have passed since their last enrolment in the year. Active mentorship ends when the student submits the final version of the doctoral dissertation as defined in Article 21 of these Regulations.

New (co) mentoring for an individual higher education teacher is considered when the Senate appoints them as a (co) mentor.

When determining the maximum number of doctoral students per mentor, co-mentoring is counted as 0.5 mentoring.

## Article 7

Before enrolling the candidate, the Head of the programme will assess the possibility of obtaining a mentor on the basis of the candidate's submitted research brief.

By the end of November of the student's first year of study, the CRDS shall address a short conceptual design of the student's research work and identify a proposed mentor and a proposed co-mentor if necessary, in case the proposed topic of the candidate's research is interdisciplinary.

The faculty shall obtain a written consent of the proposed (co) mentor expressing their readiness to assume the role of the proposed (co) mentor.

The proposed mentor and the proposed co-mentor cooperate with the student and are, by rule, later appointed as mentor or co-mentor by the Senate, taking into account the conditions set out in Article 6 of these regulations.

The mentor and the co-mentor are approved by the Senate upon the approval of the disposition, following a preliminary check of the conditions for mentoring by the CRDS.

The (co-) mentor or the proposed (co-)mentor include the student in their scientific research work.

If a student wishes to change the (co)mentor for valid reasons during the preparation of the doctoral dissertation, he/she must apply in writing for the appointment of another (co)mentor (form PDŠ\_Obr-10). A (co)mentor can also withdraw from mentoring if he/she finds that cooperation with the student is no longer possible. CRDS identifies a new (co)mentor. The Senate decides on the application after a preliminary check of the conditions for (co)mentorship at CRDS.

## III. Research plan

### Article 8

The student's doctoral programme obligation is to design a research plan, under the leadership and guidance of the proposed mentor. Structure, length and technical characteristics of the research plan are defined in Annex 1 of these Regulations (PDŠ\_Pr-1 – Structure, length and technical characteristics of research plan).

### Article 9

The student shall present the research plan at a doctoral seminar, as a rule during the first year of studies. Prior to submission and presentation of the research plan, the student obtains the consent of the proposed mentor to submit a research plan. (PDŠ\_Obr-1b – Consent of mentor / co-mentor upon submission of research plan). The presentation is intended to provide opinions and suggestions on the research plan, which the student should take into account when preparing the disposition within the second year of the doctoral programme.

Presentations of research plans are organised at least once a year for all enrolled students. All doctoral students, their proposed mentors and proposed co-mentors as well as the members of the CRDS are invited to presentations.

The student shall complete Research Work 2 - research plan when the research plan is presented at the doctoral seminar and the holder of the study unit Research work 2 - research plan evaluates their research plan.

#### IV. Contribution at a scientific conference

##### Article 10

It is the student's obligation within the doctoral programme to present, as the sole or first author, a full paper substantively related to their research at an international scientific conference. The full paper must be published in peer-reviewed conference proceedings.

The student completes Research Work 1 - contribution at an international scientific conference when the full contribution is published in a peer-reviewed proceedings.

If student wrote and published a contribution at a scientific conference before entering the ISSBS doctoral programme, they could apply for recognition in case the contribution was not published more than 5 years prior to first enrolment to the programme. The application shall be considered and decided upon by the commission responsible for the recognition of knowledge and skills. Before the application is considered by the commission responsible for the recognition of knowledge and skills, the Head of the Programme may provide an opinion on the recognition of the conference paper.

#### V. Scientific article

##### Article 11

It is the student's obligation, as part of the study programme obligations to write, present and submit for publication, independently or in co-authorship (the first author), a scientific article related to his research.

The student shall complete the relevant study obligation Research work 4 - scientific article by having the article approved for publication in an international scientific journal.

The article has to be accepted for publication in an international scientific journal classified into at least one of the international bibliographic databases that the ARIS (Slovenian Research and Innovation Agency) takes into account in the categorisation of scientific publications. The article must be accepted for publication in an international scientific journal indexed in SCI-Expanded, SSCI, WoS or Scopus.

If student wrote and published a scientific article before entering the doctoral programme of the ISSBS, they could apply for acknowledgment of the scientific article in case the article was not published more than 5 years prior to first enrolment to the programme. The application shall be considered and decided upon by the commission responsible for the recognition of knowledge and skills. The CRDS shall give its opinion on the contribution recognition before the hearing on the commission responsible for recognition of knowledge and skills.

## VI. Disposition

### Article 12

The structure, length and technical characteristics of the disposition are defined in Annex 2 to these Regulations (PDŠ\_Pr-2 – Structure, Length and Technical Characteristics of the Disposition), which the student is required to follow when preparing the disposition.

### Article 13

The student may submit the disposition after having successfully completed both methodology courses.

The student shall submit the disposition in e-form together with the Form PDŠ\_Obr-1 – Submission of doctoral dissertation disposition to the Student Office (hereinafter Office).

Mentor submits the Form PDŠ\_Obr-1a – Consent of mentor / co-mentor upon submission of doctoral dissertation to the Office.

### Article 14

The Office shall organise the disposition presentation, as a rule once a year. In addition to the proposed mentor and the Head of the programme, members of CRDS and doctoral students are also invited to the presentation.

The student shall present the disposition at a doctoral seminar. Disposition presentation is aimed at supplementing and improving the disposition as well as at clarifying possible dilemmas.

The proposed mentor shall complete the Form PDŠ\_Obr-2 – Minutes of doctoral dissertation disposition presentation and submit it to the Office no later than 10 days after the presentation. The Office then forwards it to the student and to the Head of programme.

In the event that amendments to the disposition are required, the student shall amend the disposition and submit it electronically to the Office within one month together with a new Form PDŠ\_Obr-1 – Submission of doctoral dissertation disposition and with a report (PDŠ\_Obr-4a – Report on the amendment of doctoral dissertation disposition), in which they record how suggestions for improvement were implemented. This report is also signed by the mentor.

### Article 15

CRDS shall review the disposition and form a proposal by the Commission for disposition assessment (hereinafter CDA). CDA consists of three higher education teachers or research associates. Mentor and co-mentor cannot be CDA members. At least one CDA member is from another higher education institution.

When appointing the CDA members, the principle of preventing conflict of interests is taken into account. The appointed person is obliged to warn the person who appoints him if he/she is related to the student by family, affinity or in any other way, which could lead to a conflict of interests.

The CDA is appointed by the Senate on the proposal of the CRDS.

## Article 16

CDA members shall prepare individual reports on the assessment of disposition within one month and submit them to the Office

The disposition assessment report (Form PDŠ\_Obr-3 – Report on Doctoral Dissertation Disposition Assessment) contains an assessment of the suitability of the disposition and an assessment of the suitability of the mentor in terms of the alignment between the dissertation topic and the mentor's references.

The disposition assessment report concludes with:

- a) approval,
- b) approval with suggestions for improvements to be taken into account by the student in the dissertation preparation,
- c) suggestions for improvements that the student should consider when re-submitting the disposition, or
- d) rejection of the disposition.

## Article 17

The disposition assessment reports are addressed by the CRDS that adopts a proposal on the follow-up procedure (approval or rejection of the disposition).

In case c) from the last paragraph of the previous article, the CRDS sets a deadline for the student to submit an amended disposition (up to 3 months). The student may request an extension of the deadline for submitting the completed disposition, before the deadline. The extension is decided by the Head of the programme (up to 3 months).

Student submits the amended disposition to the Office together with the report (PDŠ\_Obr-4a – Report on the amendment of doctoral dissertation disposition) in which they state how the suggestions for amendment were taken into account. This report is also signed by the mentor.

The amended disposition is reviewed by CRDS, which either assesses whether the proposed improvements have been taken into account, or forwards the amended disposition to the member of the CDS, who proposed the improvements, for review.

## Article 18

The CDRS shall propose the decision of approval or rejection of the disposition as well as the approval of the proposed mentor and the proposed co-mentor to the Senate.

The Senate confirms or rejects the disposition and appoints the mentor and the co-mentor.

By confirming the disposition in the Senate, the student successfully completes the relevant study obligation.

If the disposition is rejected, the relevant study obligation is assessed negatively. In such a case, the student shall submit a new disposition proposal. The student may select a different mentor.

## VII. Dissertation

### Article 19

The dissertation is the final work in a doctoral programme, the original scientific-research work that represents a contribution to science. In preparing the dissertation, the student is guided and directed by the mentor.

Structure, length and technical characteristics of dissertation are defined in Annex 3 of these Regulations (PDŠ\_Pr-3 – Structure, length and technical characteristics of dissertation). When preparing the dissertation, the student shall follow the Basic Guidelines for Formatting Written Works at ISSBS (Annex SOP\_ONOSB), the Basic Guidelines for the Use of Scientific Apparatus at ISSBS (Annex SOP\_ONRZA), and the Guidelines for the Use of Artificial Intelligence and Generative Artificial Intelligence at ISSBS (Annex SOP\_SUI). The student is responsible for the grammatical integrity of the dissertation.

The obligatory (last) annex to the dissertation is an expanded abstract. If the dissertation is written in Slovene, the abstract will be in English, and if the dissertation is in English, the abstract will be in Slovene.

## VIII. Replacement of the Dissertation with three articles

### Article 20

A student who has completed all study obligations of the first and second years may replace the doctoral dissertation with the publication of at least three scientific articles in the field of the dissertation topic, published or accepted for publication after enrolment in the doctoral study programme.

The student must be the first or sole author of the articles, which must meet the requirements set out in the third paragraph of Article 11 of these Regulations. The articles must be substantively related (complementary) and must result from work carried out within the approved doctoral dissertation topic.

In addition to the articles, the student shall prepare the dissertation in the form of an extended introductory part comprising at least 30 pages of text, excluding the list of references. In this part, the student shall define the research problem, hypotheses and/or research questions, the theoretical and methodological design of the research, explain how the articles address the hypotheses and/or research questions, present the key findings, and define their original contribution to science. If the articles do not cover the entire approved disposition, the student shall include the missing part described in the disposition in the dissertation as additional text, for example as an additional chapter.

A student who wishes to prepare the dissertation in the form of articles shall register the dissertation topic and disposition and shall submit and defend the dissertation following the same procedure as students preparing a dissertation without articles.

The author of the articles included in a doctoral dissertation composed of articles must obtain permission from publishers to whom the material copyrights in the articles have previously been exclusively transferred, allowing the articles to be included in the printed and electronic versions of the dissertation. Such permissions must allow ISSBS, free of charge and on a non-exclusive basis, without territorial or time limitation, to store the dissertation in electronic form, reproduce

it, and make it publicly available on the World Wide Web.

Publishers' permissions must be included in the doctoral dissertation in the Appendices section.

## IX. Submission of the dissertation

### Article 21

The student shall submit the dissertation to the Office no later than three years after the confirmation of the disposition by the Senate.

The student submits the dissertation in an e-form to the Office together with the form PDŠ\_Obr-5 – Submission of dissertation. The mentor submits the form PDŠ\_Obr-5a – Consent of the mentor / co-mentor upon submission of doctoral dissertation.

A student being unable to submit a dissertation within the prescribed time limit for justified reasons may request an extension, before the deadline. The extension is decided by the Senate on the proposal of the Head of the programme. If the Senate does not approve the extension, the student may submit a new disposition proposal with a new topic.

If the student does not submit the dissertation on time and does not request an extension of the submission deadline, it will be considered that he has withdrawn from the dissertation process. A decision to suspend the procedure is issued to the doctoral student. In this case, the student can submit a new disposition proposal with a new topic.

### Article 22

It is the student's obligation to present the dissertation at the doctoral seminar. The presentation of the dissertation is intended to inform the public and provide feedback to the student - to clarify dilemmas, supplement and improve the dissertation.

The Office organises the presentation. Relevant information is published on the bulletin board and the presentation is public. In addition to the student, mentor and co-mentor, members of CRDS and doctoral students are also invited to the presentation. Other mentors and professors involved in the doctoral programme are also invited to the presentation

The mentor completes the Minutes of doctoral dissertation presentation (Form PDŠ\_Obr-6) and submits it to the Office no later than 10 days after the presentation, and the Office then forwards it to the student and to the Head of programme.

In case of supplementing the dissertation, the student completes the dissertation and submits the supplemented dissertation to the Office, by rule within three months, together with the new form PDŠ\_Obr-5 - Submission of doctoral dissertation and with a report (PDŠ\_Obr-4b - Report on the amendment of doctoral dissertation), in which they record how suggestions for improvement were implemented. The mentor submits an updated form PDŠ\_Obr-5a – Consent of the mentor / co-mentor upon doctoral dissertation submission.

### Article 23

The student submits the dissertation to the Office in e-form and attaches:

- Confirmation of grammatical suitability of doctoral dissertation (Form PDŠ\_Obr-7) in e

form and

- completed checklist of technical assessment of 3rd cycle texts (Form PDŠ\_Obr-8 - Technical assessment checklist at the 3rd level) in e-form.

#### Article 24

The technical review shall be carried out before, or may take place simultaneously with, the consideration of the dissertation by the CRDS, where a proposal for the Commission for Dissertation Assessment is prepared.

After the first and potentially second technical review, the Office issues a certificate of the technical (un) suitability of the dissertation (on the form PDŠ\_Obr-8 - Technical assessment checklist at the 3rd level) within 21 days upon receiving the dissertation. At each further technical review, the Office issues a certificate of technical (un) suitability within 30 days from the date of the last submission for technical review.

In case of inadequacies in the doctoral dissertation, the student has to correct these no later than one month from the date written on the form PDŠ\_Obr-8 - Technical assessment checklist at the 3rd level and repeat the technical suitability assessment procedure. The procedure is repeated until the dissertation is technically suitable.

With the computer program used for determining the similarity of the text, the Office checks for possible copyright infringements (plagiarism), defined in the Rules on the assessment of knowledge and the appropriateness of the use of scientific apparatus, when submitting the dissertation for technical review.

A copy of confirmation of technical suitability assessments and the report of the detector of similar contents are e-mailed to the student, mentor and co-mentor by the Office.

The student shall submit the dissertation in e-form (PDF) to the Office within 15 days following the confirmation of technical suitability of the dissertation.

The first technical review is free of charge, and the second and further reviews are charged according to the valid ISSBS price list.

Upon receiving the confirmed certificate of the technical suitability assessment of the doctoral dissertation, the mentor shall submit the Mentor's Report on the Doctoral Dissertation (Form PDŠ\_Obr-5b) to the Office within 15 days. In the report, the mentor shall provide a professional justification of the similarities between the doctoral dissertation and other texts identified by the text similarity detector and, where necessary, explain the use of GenAI tools in accordance with the Guidelines for the Use of Artificial Intelligence and Generative Artificial Intelligence at ISSBS.

#### Article 25

The CRDS shall examine the dissertation and form a proposal for the Commission for Assessment of Dissertation (CAD).

The CAD consists of three higher education teachers or research associates, of which at least two are members from the field of dissertation and at least one member from the ISSBS. As a rule, the two CAD members are the ones that had previously assessed the disposition. At least one CAD member is from another higher education institution. Mentor and co-mentor cannot

be CAD members.

When appointing the CAD members, the principle of preventing conflict of interests is taken into account. The appointed person is obliged to warn the person who appoints him if he/she is related to the student by family, affinity or in any other way, which could lead to a conflict of interests.

If the CRDS proposes the same committee members as those already confirmed by a Senate decision during the disposition approval procedure, the decision appointing the Commission for Dissertation Assessment shall be issued by the Dean. If the CRDS proposes a change in committee membership, the Senate shall appoint the Commission for Dissertation Assessment upon the proposal of the CRDS.

The Office shall inform the student, the mentor and the members of the Commission for Dissertation Assessment of the Dean's decision or the Senate's decision on the appointment of the Commission.

#### Article 26

The CAD members shall prepare individual reports on the assessment of the dissertation within one month and submit them to the Office

The report on the dissertation assessment (Form PDŠ\_Obr-9\_Report on doctoral dissertation assessment) contains an assessment of the suitability of the dissertation.

Reports on the dissertation assessment are concluded with:

- a) approval,
- b) approval with proposals for amendment of the dissertation which have to be considered before the defense of the doctoral dissertation,
- c) approval with proposals for amendment of the doctoral dissertation which the student considers and includes in the final version of the dissertation after the defense of the doctoral dissertation or
- d) rejection of the dissertation.

#### Article 27

The reports of the CAD members on the assessment of the dissertation shall be considered by the CRDS, which shall adopt a proposal on the further procedure (approval of the dissertation defence, amendment of the dissertation, or rejection of the dissertation).

In cases b) and c), the CRDS shall determine a deadline for the student to submit the amended dissertation. The student may request an extension of the deadline for submitting the amended dissertation before the deadline expires. The Head of the Programme shall decide on the extension.

In case b), the student shall submit the amended dissertation to the Office together with the report (PDŠ\_Obr-4b – Report on the Amendment of the Doctoral Dissertation), in which the student shall state how the proposed improvements have been taken into account. The report shall also be signed by the mentor.

Upon resubmission of the dissertation, the President of the CRDS shall verify whether the proposed improvements have been taken into account.

The amended dissertation shall be considered by the CRDS.

The CRDS shall propose to the Senate either the approval of the dissertation defence or the rejection of the dissertation.

The Senate shall approve the dissertation defence or reject the dissertation. In the case of approval of the defence, the Senate shall confirm or supplement the composition of the CAD, which shall conduct the dissertation defence, and shall appoint its President from among the CAD members.

If the dissertation is rejected, the student may submit a new disposition proposal with a new topic.

In case c), the procedure for amending the dissertation shall be carried out in accordance with Article 31 of these Regulations.

#### X. Management of research data

##### Article 28

Research data generated and collected for the purposes of the doctoral dissertation shall be made available in a manner that ensures their transparency, accessibility, and the possibility of their re-evaluation and reuse.

The student shall deposit the research (meta)data in a data repository (e.g. ReVis) or a research data archive, thereby complying with the principles of verifiability, transparency, and open science.

In the doctoral dissertation, the student shall indicate where the data are available and how they can be accessed. Exceptions to data sharing are justified in cases involving personal and sensitive data or for reasons related to the protection of intellectual property. Where justified exceptions to data sharing apply, appropriate measures shall be taken to protect the data and restrict access to the data by third parties.

#### XI. Dissertation defence

##### Article 29

The student may approach the defense of the dissertation after having completed all other obligations of the doctoral programme.

Prior to the defence of the doctoral dissertation, the scientific article must have been published or accepted for publication in an international scientific journal.

The defense of the dissertation is public. A notification is published at least 14 days before the defense on the notice board and on the the ISSBS website. The student registers for the defense via Novis no later than 3 days before the scheduled defense of the dissertation. Members of the CDRS, students of the programme, professors and mentors, and the Dean of the Faculty are invited to the defense.

The doctoral dissertation shall be available for public inspection for at least seven days prior to the defence. The public notice of the defence shall specify where the dissertation is available for inspection. Defenses take place at the ISSBS or other suitable location, and also on-line, provided that appropriate conditions are provided.

### Article 30

The defense of the dissertation shall be led by the president of CAD and as a rule follows this order:

- the mentor presents the student and the title of the dissertation, and their cooperation in the creation of the dissertation,
- the student presents the dissertation within 30 minutes,
- the President of the CAD summarises the CAD members reports,
- members of the CAD present the student questions in written form,
- the student has the right to 30 minutes of preparation of answers to the questions asked,
- the student answers the questions, normally within a maximum of 60 minutes; those present may ask additional questions.,
- this is followed by a CAD closed meeting where a decision on the assessment of the defense is made,
- the decision on the assessment of the defense is read by the CAD president to the student and others present.

The Commission for Dissertation Assessment shall decide on the assessment of the defence (“passed” or “failed”). A record on the defense is kept by the CAD president and the questions of members of the CAD are attached.

### Article 31

A doctoral dissertation defence assessed by the Commission for Dissertation Assessment as “failed” may not be repeated and no appeal is permitted.

In such a case, the student may submit a new disposition proposal with a new topic.

### Article 32

In case c) of Article 26, the student shall, within the deadline determined by the CRDS, submit the amended dissertation to the Office together with the report (PDŠ\_Obr-4b – Report on the Amendment of the Doctoral Dissertation), in which the student shall state how the proposed improvements have been taken into account. The report shall also be signed by the mentor, who shall verify the amendments.

The President of the CAD shall confirm the suitability of the submitted dissertation in accordance with the Report on the Amendment of the Doctoral Dissertation.

Following confirmation by the President of the CAD, the student shall submit the dissertation in accordance with Article 32 of these Regulations.

### Article 33

The student shall submit three hardbound copies of the dissertation to the Office within 15 days following the successful defence or, in the case of amendments after the defence, following confirmation by the President of the CAD. All printed copies must contain a handwritten signed statement (PDŠ\_Pr-4 – Statement).

ISSBS shall issue the student a provisional certificate of successful completion of studies within 7 days following the successful defence or, in the case of amendments to the dissertation after the

defence, within 7 days following receipt of the final version of the dissertation in PDF format.

Upon issuance of the provisional certificate of successful completion of studies, the student may use the academic title obtained.

#### Article 34

The Office shall keep all documentation related to the application, preparation and defense of the doctoral dissertation in the student's personal file.

The Office shall submit one copy of the doctoral dissertation to the ISSBS library, two copies to the National University Library, and the PDF file shall be uploaded to the Repository of colleges and higher education institutions.

The library shall arrange the entry of the doctoral dissertation in the national bibliographic system Cobiss.

### XII. Promotion to Doctor of Science

#### Article 35

The Dean shall promote the Doctor of Science. The promotion is public and solemn.

As a rule, the promotion takes place at the graduation ceremony.

At least one month must elapse between the successful defence of the doctoral dissertation and the promotion to Doctor of Science.

### XIII. Withdrawal of the doctorate

#### Article 36

The doctorate may be withdrawn if it is established that the dissertation is not the result of the Doctor of Science's creativity and achievement.

A proposal for the withdrawal of the doctoral degree shall be submitted to the Senate in writing.

The procedure for the withdrawal of the doctoral degree shall be conducted by the Senate in accordance with the applicable regulations.

### XIV. Final provisions

#### Article 37

For the authorship of the dissertation, in addition to related rights and duties, the provisions of the Copyright and Related Rights Act (Official Gazette of the Republic of Slovenia, No. 16/07 – official consolidated text, 68/08, 110/13, 56/15, 63/16 – ZKUASP, 59/19 and 130/22) are in force.

#### Article 38

Violations in the process of creating a dissertation and their sanctioning are defined in the Rules of the ISSBS, which regulate the disciplinary responsibility of students.

#### Article 39

The forms and annexes used in the dissertation preparation process are available on the ISSBS website. Forms must be either hand-signed or signed with a qualified digital certificate.

#### Article 40

The provisions of these Regulations shall be interpreted by the Senate.

Amendments and supplements made to these Regulations shall be adopted by the Senate.

#### Article 41 (preliminary decisions)

The third paragraph of Article 11 shall apply to doctoral students enrolling in the doctoral study programme for the first time in the academic year 2025/2026.

Article 28 of these Regulations shall apply to doctoral students enrolling in the doctoral study programme for the first time in the academic year 2026/2027. The provisions of Article 28 of these Regulations shall not apply to doctoral students who enrolled in the doctoral study programme before that academic year.

These Regulations shall enter into force on the day of their adoption by the Senate and shall be published on the ISSBS website. On the day these Regulations enter into force, the Regulations for Doctoral Studies No. 27/2025-PDŠ of 26 November 2025 shall cease to apply. Procedures initiated under the previous Regulations shall be completed in accordance with the previous Regulations.

Prof. dr. Kristijan Breznik  
Dean of the ISSBS

Celje, 25. 2. 2026  
Number: 8/2026-PDŠ

Forms and annexes:

- PDŠ\_Obr-1 - [Submission of doctoral dissertation disposition](#)
- PDŠ\_Obr-1a - [Consent of mentor / co-mentor upon submission of doctoral dissertation disposition](#)
- PDŠ\_Obr-1b - [Consent of mentor / co-mentor upon submission of research plan](#)
- PDŠ\_Obr-2 - [Minutes of doctoral dissertation disposition presentation](#)
- PDŠ\_Obr-3 - [Report on doctoral dissertation disposition assessment](#)
- PDŠ\_Obr-4a - [Report on the amendment of doctoral dissertation disposition](#)
- PDŠ\_Obr-4b - [Report on the amendment of doctoral dissertation](#)
- PDŠ\_Obr-5 - [Submission of doctoral dissertation](#)
- PDŠ\_Obr-5a - [Consent of the mentor / co-mentor upon submission of doctoral dissertation](#)
- PDŠ\_Obr-5b - [Mentor's report on doctoral dissertation](#)
- PDŠ\_Obr-6 - [Minutes of doctoral dissertation disposition presentation](#)
- PDŠ\_Obr-7 - [Confirmation of grammatical suitability of doctoral dissertation](#)
- PDŠ\_Obr-8 - [Technical assessment checklist at the 3rd level](#)

- PDŠ\_Obr-9 - [Report on doctoral dissertation assessment](#)
- PDŠ\_Obr-10 – [Change of mentor](#)
- PDŠ\_Pr-1 - [Structure, length and technical characteristics of research plan](#)
- PDŠ\_Pr-2 - [Structure, length and technical characteristics of disposition](#)
- PDŠ\_Pr-3 - [Structure, length and technical characteristics of dissertation](#)
- PDŠ\_Pr-4 – [Statement](#)
- SOP\_NS - [Sample title page](#)
- SOP\_P - [Sample cover](#)
- SOP\_ONOSB - [Basic guidelines for forming written work at ISSBS](#)
- SOP\_ONRZA - [Basic guidelines for use of scientific apparatus at ISSBS](#)
- SOP\_SUI - [GUIDELINES FOR THE USE OF ARTIFICIAL INTELLIGENCE AND GENERATIVE ARTIFICIAL INTELLIGENCE AT THE ISSBS](#)

