

# REGULATIONS OF THE INSTITUTE OF PHILOSOPHY AND SOCIOLOGY – BAS REGARDING THE CONDITIONS FOR ACQUIRING SCIENTIFIC DEGREES AND HOLDING ACADEMIC POSITIONS

(Amendments in the Regulation of the SC for the Defense of Dissertations and Holding Academic Positions in IPS – BAS, 27.11.2018 г.)

**Preamble:** (Amendment – 27.11.2018, SC of IPS). These regulations establish the conditions, order and requirements related to the implementation of the Act on Development of the Academic Staff in the Republic of Bulgaria (ADASRB, in force from 04.05.2018) in IPS – BAS, the procedures for enrolment and training of doctoral students, for the acquiring of scientific degrees and holding academic positions. The Regulations are in accordance with the Regulations for the Application of the Act for the Development of the Academic Staff in the Republic of Bulgaria (RAADASRB) and the Regulations for the Conditions and Order of Acquiring of Scientific Degrees and Holding Academic Positions in the Bulgarian Academy of Sciences, adopted by the GA of BAS (29.10.2018).

## **CHAPTER I**

### **CONDITIONS AND ORDER FOR ACQUIRING SCIENTIFIC DEGREES AND HOLDING ACADEMIC POSITIONS IN THE IPS AT BAS**

#### **Section I GENERAL PRINCIPLES**

Art. 1. The present regulations are in accordance with the Act on Development of the Academic Staff in the Republic of Bulgaria (ADASRB), the Regulations for the Application of the ADASRB, adopted by Decree of the Council of Ministers № 202/10.09.2010, in force from 06.07.2018 (RAADASRB), the Regulations for the Order and Conditions for Acquiring Scientific Degrees and Holding Academic Positions in the Bulgarian Academy of Sciences

(ROCASDHAPBAS), the Regulations for the Activity of the Training Center (TC) and the Academic Council (AC) at BAS, and the specific requirements of IPS – BAS.

Art. 2. In determining the conditions and order for acquiring academic degrees and holding academic positions, IPS – BAS is guided by:

1. The Act for the Development of Academic Staff of the Republic of Bulgaria, the Bulgarian Academy of Sciences Act, and the Higher Education Act.

2. The Regulations for the Application of the Act for the Development of Academic Staff of the Republic of Bulgaria.

<https://kultura.bg/web/%D0%BC%D0%B5%D1%82%D0%B0%D1%84%D0%B8%D0%B7%D0%B8%D1%87%D0%B5%D1%81%D0%BA%D0%B8%D1%8F%D1%82-%D1%80%D1%83%D1%81%D0%BE%D1%84%D0%B8%D0%BB>

3. The Statutes of BAS.

4. The ROCASDHAPBAS.

5. The requirements, conditions, rules and decisions of the Scientific Council (SC)

## **Section II**

REQUIREMENTS FOR CANDIDATES WISHING TO ACQUIRE SCIENTIFIC DEGREES AND HOLD ACADEMIC POSITIONS IN BAS.

Art. 3. In order to ensure the high academic level of the academic staff of BAS, in addition to the general requirements for holding academic positions and acquiring scientific degrees, the independent scientific units (ISU) shall adopt, by decision of the SC, specific for the ISU requirements for each scientific degree and academic position (including the number of publications, number of citations, etc.).

Art. 4. (1) In order to defend a dissertation required for acquiring the educational and scientific degree of “Doctor”, the candidate must possess the educational degree “Master”, must meet the requirements of the Regulations of the Training Center at BAS, the minimal requirements of BAS regarding the respective area of higher education or professional field, in accordance with Supplement № 1 – which is an integral part of these regulations, as well as the requirements defined by the SC for the ISU. The conditions under Art. 5a of the ADASRB for joint training of doctoral students between Bulgarian and foreign higher schools and/or scientific organizations shall be defined by the regulations of the ISUs that conduct training and conclude framework contracts for joint supervision and training of doctoral students.

(2) In order to defend a dissertation work for acquiring the scientific degree of “Doctor of Sciences”, the candidate must possess the educational and scientific degree of “**Doctor**” and must meet the minimal requirements of BAS for the respective field of higher education or professional area, as well as the requirements defined by the SC of the ISU.

(3) The dissertations required for acquiring the educational and scientific degree of “Doctor” and the scientific degree of “Doctor of Sciences” may include the results of collective works. The same publication cannot be used in two or more dissertations to acquire the same scientific degree, except in cases when the results described in them can be divided based on the methodological and/or author’s contribution through a separation protocol between the authors.

Art. 5. Candidates wishing to hold academic positions must meet the following minimum requirements: 1. A candidate for the academic position of “Assistant” must possess the educational degree “Master” and must at least be in course of a procedure for the defense of a dissertation for acquiring the general educational and scientific degree “Doctor”, or be a

“Doctor” in the professional field of the ISU. The academic degrees “Chief Assistant”, “Associate Professor” and “Professor” in IPS – BAS can be acquired only based on competition.

2. The candidate wishing to acquire the academic position of “Chief Assistant” must possess the educational and academic degree of “Doctor” and must meet the minimum requirements of BAS in the respective field of higher education or professional area, as well as the requirements defined by the SC of IPS – BAS.

3. The candidate wishing to acquire the academic position “Associate Professor” must possess the educational and academic degree “Doctor”, must possess the length of work experience required by ADASRB and must meet the minimum requirements of BAS in the respective field of higher education or professional area, as well as the requirements defined by the SC of IPS – BAS.

4. The candidate wishing to acquire the academic position of “Professor” must possess the educational and academic degree “Doctor” and the scientific degree “Doctor of Sciences”, the length of work experience required by ADASRB, and must meet the minimum requirements of BAS in the respective field of higher education or professional area, as well as the requirements defined by the SC of IPS – BAS.

Art. 6. (1) The assessment of the accordance with the minimum requirements of BAS in the respective field of higher education or professional area, and with the requirements defined by the SC of IPS – BAS, as well as the evaluation of scientific results obtained, the scientific contribution and the originality of the presented works, the assessment of the dissertation works for acquiring scientific degrees and of the candidates competing the academic positions “Chief Assistant”, “Associate Professor” and “Professor”, shall be made by a scientific jury (SJ) assigned and functioning under the ADASRB, the RAADASRB, and these Regulations.

(2) A candidate for the academic position “Professor” in all fields shall have an advantage, other things being equal, if he/she also holds the academic position “Associate Professor” and possesses the scientific degree “Doctor of Sciences”.

(3) Candidates for the scientific degree of “Doctor of Sciences” and the academic position “Professor” must have a clearly defined scientific thematic area in which they are leading researchers.

Art. 7. (1) A plagiarism alert within the meaning of § 1, Para. 7 of ADASRB shall be submitted to the President of the SJ for the competition. The President shall monitor whether the members of the scientific jury have fulfilled their obligations under ADASRB to respond to the signal in their reviews and opinions.

(2) If the decision of the jury is that plagiarism has been committed, the candidate shall have the right to submit a motivated objection to the SJ within a period two weeks.

(3) The scientific council shall hear out all parties to the case and shall decide on the case by secret ballot.

### Section III

DEFENSE OF DISSERTATION WORKS FOR ACQUIRING THE EDUCATIONAL AND SCIENTIFIC DEGREE “DOCTOR” AND THE SCIENTIFIC DEGREE “DOCTOR OF SCIENCE” AT IPS – BAS.

Art. 8. (1) The candidate wishing to defend a dissertation in order to acquire the educational and scientific degree of “Doctor” or a dissertation to acquire the scientific degree of “Doctor of Science” shall submit an application to the Director of IPS – BAS, in which he/she indicates the theme of the dissertation and the scientific specialty under which he/she wishes to defend the dissertation and requests to be referred to a seminar in a department for the

conducting of an internal defense and for the issuing of an order that the composition of the seminar be enlarged to the necessary number of habilitated persons and the setting of a date and place for conducting the seminar.

(2) Under the conditions of the present section, foreign citizens enrolled in the regular, extramural, or free form of training for acquiring the scientific degree “Doctor” or “Doctor of Science” may defend a dissertation work providing they submit an abstract of the dissertation in Bulgarian; that the members of the SJ are knowledgeable of the respective foreign language, and that a Bulgarian interpreter is provided at the public defense of the dissertation work.

Art. 9. (1) The procedures related to defense of a dissertation for acquiring the educational and scientific degree “Doctor” for the three forms of training (regular, extramural and independent) and of a dissertation for acquiring the scientific degree “Doctor of Science” shall begin with a preliminary defense of a dissertation project before the seminar of the primary unit. The seminar’s task is to assess whether the dissertation work presented for the educational and scientific degree “Doctor” or “Doctor of Sciences” meets the minimum requirements of BAS and the requirements adopted by the SC of the ISU.

(2) With regard to awarding the educational and scientific degree “Doctor”, doctoral students admitted to such a seminar shall be only those who have been excluded from the register of the current doctoral students with the right of defense or who have submitted a complete dissertation work within the term of the training.

(3) Attending the seminar under Para. 1 shall be at least five habilitated persons for the “Doctor” procedure and at least seven for the “Doctor of Science” procedure; these should be specialists in the thematic area of the dissertation and/or a field related to it; of them, at least 3, respectively 4, shall be professors or Doctors of Sciences. In case the necessary number of

habilitated persons is lacking in the primary scientific unit, the seminar shall be enlarged by order of the Director to include habilitated persons, specialists in the area of the procedure, who shall be proposed by the primary scientific unit.

(4) The procedure shall be completed with the adoption of a decision on the quality of the submitted work; in case of a positive opinion, the composition of a SJ shall be proposed, of which at least 50 percent plus one person shall be external members and two shall be reserves – one external and one internal member. The protocol of the session shall be sent to the SC of the ISU.

(5) In case of a negative opinion given by the seminar, the SC shall propose that the dissertation be further elaborated or reworked within the next 6 months.

Art. 10. (1) After the internal defense, in case a positive opinion on the defense has been obtained, and upon submission of copies of the protocols for passed exams during the term of training (for acquiring the educational and scientific degree “Doctor”), the candidate shall submit to the registry office of IPS – BAS the following documents:

1. a request to the Director of IPS – BAS for opening a procedure;
2. the dissertation **work** in three copies, bound and provided with a title page on which the name of the Institute is clearly indicated, the full names of the author, the name of the scientific supervisor or consultant (if the doctoral student is in the regular, extramural or independent form of training) and the theme (title) of the dissertation;
3. a summary in ten copies, bound and formatted as a brochure, which contains the title page with the name of the Institute, the full names of the author, the name of the scientific supervisor or consultant (if the doctoral student is in the regular, extramural or independent form of training) and the theme (title) of the dissertation, the contents of the dissertation, a

brief summary of each chapter of the dissertation, a list of contributive features according to the candidate's own judgment, a list of publications on the dissertation topic;

4. a protocol or excerpt of the session of the expanded seminar for internal defense of the dissertation with the explicit indication of the adopted decision, the statements of the seminar participants, and the proposal on the composition of the SJ;

5. receipts (or copies of them) regarding the paid tuition fees for training and for the defense procedure (in case of doctoral students in independent training or of doctoral students for whom the two-year term in which the institution pays for the defense, has expired);

6. a list of publications related to the dissertation topic, with full bibliographical data;

7. a professional CV in accordance with the international standards adopted by the SC of IPS – BAS;

8. diploma for obtainment of the educational and academic degree “Master” (in case of defense for acquiring the educational and scientific degree “Doctor”) or a diploma for obtainment of the educational and academic degree “Doctor” (in case of defense for acquiring the educational and scientific degree “Doctor of Science”).

(2) In case of a negative opinion given by the seminar for the internal defense, the candidate shall have the right to further elaborate or revise the dissertation within the next 6 months, after which he/she may once again submit a request to the Director of IPS – BAS, in accordance with the requirements under Para. 1.

Art. 11. The Director of IPS – BAS shall appoint a three-member technical commission which shall verify the regularity and completeness of the documents submitted under article 10; included in the commission shall be the Scientific Secretary or the Deputy Director of IPS – BAS, the head of the primary unit where the internal defense was held, and the Head of the



Human Resources Department of IPS – BAS. The commission shall deliver an assessment as to the regularity of the documents within one month of their submission.

Art. 12. After establishing the regularity of the documents submitted under Art. 10, the Director of IPS – BAS shall appoint, by order, the members of the SJ in accordance with Art 9 and Art. 13, Para. 1 of ADASRB; the jury shall be elected by the SC of the Institute based on the proposals for the composition of the SJ made by the seminar regarding the preliminary defense of the dissertation.

Art. 13. In accordance with Art. 6, Para. 1 of the ROCASDHAPBAS, the SC shall elect the members of the SJ for defense of the dissertation work for acquiring the educational and scientific degree “Doctor”, proposed by the primary scientific units.

Art. 14. (1) The following categories may not be elected to the SJ:

1. persons who are related, under § 1, Para. 5 of the ADASRB, to the candidate for the scientific degree, and persons who have a private interest that might influence the unbiased and objective fulfillment of their tasks as members of the jury.

2. Persons who are co-authors of the publications on the topic of the doctoral student’s dissertation.

(2) The scientific supervisor (consultant) may not be a member of the jury, except under the conditions of § 40 TFP ADASRB (SG, issue 30 of 2018, in force since 4.05.2018), i.e., according to the status quo of the doctoral student or on-going procedure.

Art. 15. The scientists participating in the SJ must meet the minimum national requirements, and the possibility of rotation must be provided except in case there is, in the primary

scientific unit, an insufficient number of habilitated persons and Doctors of Science in the specialty or area. When persons in the PSU are nominated to participate in the SJ and are selected by the SC, they must meet the respective minimum national requirements in accordance with Art. 2b, Para. 2 and 3 of the ADASRB.

Art. 16. (1) The first session of the SJ appointed under Art. 13 shall be convened at the initiative of the Director of IPS – BAS by his order, in which the place, date and hour of the session is indicated.

(2) The head (or technical assistant) of the respective department shall set, together with the jury members, a convenient date and hour for holding the first session of the SJ and shall inform in written form the Human Resources department so that an order of the Director may be prepared.

(3) The department's technical assistant shall receive materials relevant to the defense and shall make them available to the SJ.

(4) At its first session, the SJ shall elect a chairperson and reviewers. The technical assistant shall collect the data on the external members in view of the preparation of civil contracts and shall prepare the protocol, a copy of which he/she shall give to the scientific secretary.

(5) The jury members shall fill in a declaration on conflict of interest in accordance with Art. 14.

(6) In case a member of the elected SJ is unable to take part in its work, he/she shall be replaced by a member from the reserve established by the SC.

(7) The reviews and opinions shall be prepared within a term of up to three months after the order appointing the jury and shall be submitted in two signed copies at the registry office, and shall be sent to the jury chairperson in an electronic copy. When all reviews and opinions

are at hand, the chairperson shall send them to the scientific secretary who shall transmit them, together with the summary and an announcement regarding the defense, in order for them to be uploaded to the IPS – BAS site.

Art. 17. (1) The chairperson of the SJ shall communicate to the Scientific Secretary and the jury members the place, date and hour of the SJ's open session for defense. These data shall be announced on the sites of IPS – BAS and BAS, the site addresses of which shall be communicated to the jury members by the chairperson of the SJ. The announcement shall indicate that the public defense will be held in Bulgarian.

(2) At least three weeks after the publication of the reviews and opinions on the site of IPS – BAS, the jury shall hold an open session for the defense of the dissertation. During this term, the dissertation work shall be made available in the IPS – BAS library to all who wish to acquaint themselves with the work.

(3) The technical assistant shall prepare a protocol of the open session, two copies of which shall be signed by the jury chairperson and the technical secretary. The members of the SJ shall publicly declare whether they support the conclusion contained in their review and opinion. In case of discrepancy between these two, a protocol shall be written, signed by the chairperson and members of the jury. The protocol and the rest of the defense materials shall be delivered to the scientific secretary.

(4) In case the defense is successful, the opinion of the SJ shall be final and come into force at the moment of their enactment. In this case, the author of the dissertation shall appear before the Human Resources department to fill in a standard information card of the BAS. He/she shall also present the dissertation and the summary in electronic form and in one paper copy. The information card shall be sent to BAS by Human Resources.

(5) In case the defense is unsuccessful, Art. 33, Para. 4 of the RA of ADASRB is applied.

Art. 18. (1) In respect to the defense for acquiring the educational and scientific degree of “Doctor”, the SJ shall monitor whether the doctoral student has at least two published works on the dissertation topic.

(2) In respect to the defense for acquiring the educational and scientific degree of “Doctor”, the SJ shall also verify whether the author of the dissertation has at least one published monograph on the dissertation topic or five published studies or articles on the dissertation topic, of which at least three should be in peer-reviewed foreign or international editions.

Art. 19. The procedure of the defense of the dissertation work for acquiring the scientific degree of “Doctor of Science” shall be organized in accordance with Articles 14 – 16.

Art. 20. In fulfilling the working procedures of the SJ, modern technical facilities may be used in accordance with Art. 2, Para. 8 of the RA ADASRB (skype, telephone, electronic mail).

## CHAPTER II

### RECOGNITION OF A SCIENTIFIC DEGREE ACQUIRED ABROAD

Art. 21. (1) A certificate of recognition of a scientific degree acquired abroad shall be issued based on a standard request submitted to the Director of the Training Center at BAS, accompanied by:

1. for member countries of the European Union or countries with which an explicit international agreement has been concluded: the diploma of scientific degree, legalized, translated and certified in accordance with the provisions of international agreements between the Republic of Bulgaria and the state in which they were issued.

2. for other countries:

- a) a diploma for completed higher education;

- b) a diploma of scientific degree;
- c) the dissertation in one copy and a copy on electronic carrier;
- d) an author's summary in Bulgarian in three copies;
- e) a list of the author's publications on which the dissertation is based;
- f) a document certifying the fee has been paid.

(2) Documents issued abroad under Para. 1 (2a and b) must be legalized, translated and certified in accordance with the provisions of international agreements between the Republic of Bulgaria and the state in which they were issued.

(3) For cases under Para. 1(2), the ISU has the right to demand additional information and documents of the candidate, and shall indicate the term within which these must be provided.

(4) The Director of the TC shall verify that the submitted documents are in order and in case he/she finds irregularities, shall set a term in which these must be corrected.

(5) The submitted requests, together with the attached materials, shall be sent to the scientific unit that has been selected after the decision is coordinated with the respective scientific secretary of BAS.

(6) A registry of submitted requests shall be established at the Training Center; there, the permanent scientific unit to which the documents are sent shall be indicated.

(7) The Director of IPS – BAS may appoint the person immediately to the position “Assistant Professor” and open a procedure of issuing a certificate of recognition of the scientific degree.

Art. 22. (1) For cases under Para. 1(2), the Director of IPS – BAS shall appoint a commission, chosen by the SC, consisting of three persons who shall examine the submitted documents

with a period of two months – through a rapporteur chosen by them – and shall present the results before the SC of IPS – BAS, which shall decide on the issuing of the certificate.

(2) The issuing of the certificate shall be done according to a procedure established by the GC of BAS, for issuing of diplomas; the full documentation shall be preserved in the Scientific Archive of BAS.

(3) For the entire procedure related to issuing certificates of recognition of scientific degrees acquired abroad under Art. 21, Para. 1 (1 and 2), the person submitting the request shall deposit a fee of one (respectively two, under point 2) minimal salaries at the TC of BAS.

(4) The period allowed for the completion of the procedure for recognition of scientific degrees acquired abroad shall not be more than three months.

### CHAPTER III

#### HOLDING ACADEMIC POSITIONS IN IPS – BAS

Art. 23. (1) IPS – BAS shall appoint a person to the position of “Assistant Professor” under a fixed-term work contract for no more than 4 years based on election by the SC at the proposal of the department or the Director. For this period, only persons who have defended a dissertation and obtained the scientific or educational degree “Doctor” shall be appointed. Within this term, a competition for chief assistant professor shall be announced. If the evaluation of the attestation is unsatisfactory, the person shall be dismissed from the position of “Assistant Professor” based upon a report from the department or at the discretion of the SC. The Director shall justify the financial provision for the holding of the position.

(2) A doctoral student who is in course of procedure for defense of a dissertation and possesses at least a Master's degree may also be appointed to the position "Assistant Professor" for a term of not more than two years. The appointment shall be made through an election by the SC based on an argued proposal of the department and the scientific advisor. Within this term, the person must defend a doctoral dissertation, must be evaluated, and a competition for "Chief Assistant Professor" must be announced.

Art. 24. (1) The competition for acquiring the academic position of "Chief Assistant Professor" shall be announced by decision of the SC of IPS – BAS based on an argued proposal by the Director or the primary scientific unit. The justification must argue the need of such a position for to the thematic development of the unit. The Director shall justify the financial provision for the position.

(2) The competition shall be announced publicly in State Gazette and on the site of IPS – BAS with a duration of two months.

Art. 25. Candidates for participation in the competition shall submit at the registry office of IPS – BAS a request to the Director for admission to participation in the competition, to which shall be attached the following documents:

1. A standard autobiography (CV), in accordance with the international standards adopted by the SC of IPS – BAS and valid for all competitions for academic positions in the Institute;
2. a diploma for the educational and scientific degree "Doctor";
3. a list of scientific works, with full bibliographic data. The candidate must have at least three published scientific publications;
4. one copy (or photocopy) of all the scientific publications base on which the candidate is competing;

5. a list of citations (if there is such) with full bibliographical data;
6. a certificate for years of service in the specialty (if there is such);
7. a criminal record certificate (if the candidate is not from BAS);
8. a medical certificate (if the candidate is not from BAS or if there are indications of insanity or incapacitated behavior).

Art. 26. After submitting his/her documents, each participant in the competition shall receive a notification regarding the date of the interview not later than one week after the deadline for submission of documents for the competition.

Art. 27. (1) Before the term for submitting documents for the competition expires, the SC of IPS – BAS shall select and propose the composition of the five-member SJ. The Director shall appoint the jury in abiding by the requirements of ADASRB and Art. 49 of the RA ADASRB. The members of the SJ should meet the respective minimal national requirements under Art. 2b, Para. 2 and 3 of ADASRB.

(2) The scholars taking part in the SJ must meet the minimum national requirements and have the possibility of rotation, except in case the number of habilitated persons and Doctors of Science in the specialty or area is insufficient.

(3) Eligible for membership of the SJ are scientists who have not participated in the previous two consecutive procedures in case there is a sufficient number of habilitated person in this professional area in the primary scientific unit or there is no lack of specialists in the area on the list of NACID.

Art. 28. (1) Under Art. 9, Para. 6 of the Statutes of BAS, a technical commission including the Scientific Secretary, the head of department and the head of the Human Resources department



in IPS – BAS shall verify whether the documents of the participants in the competition are in order within one week after the deadline for submission of documents for the competition.

(2) Candidates shall be notified of the results of the verification within 14 days after the deadline for submission of documents for participation in the competition. The notification shall serve as a document as to the admission/non-admission of the candidate to participation in the competition. A copy of it shall be sent to the chairperson of the SJ selected under Art. 27.

Art. 29. (1) The date of the first session of the SJ shall be fixed by order of the Director of IPS – BAS in which the place, date and hour of the session shall be indicated. A copy of the order shall be given to each member of the SJ and one copy shall remain with the Scientific Secretary of IPS – BAS. At that session, the SJ shall elect one of its members to be the chairperson.

(2) In fixing the date under Art. 1, the technical assistant of the department for which the competition was announced shall contact the members of the SJ and coordinate with them and with the head of department and the Director of IPS – BAS the date of the first session, which must be held before the end of the term of work of the technical commission that verifies the regularity of documents. The date of the first session shall be fixed within three working days after the submission of the report by the head of department to the Director, in which the date in question is proposed.

(3) The protocols of the sessions of the SJ shall be recorded by the technical assistant of the department for which the competition is announced. The protocols shall be written in two copies, one of which shall be delivered to the Scientific Secretary of IPS – BAS, and the other, to Human Resources.

The technical assistant shall collect the data on external jury members, necessary for the conclusion of a civil contract.

Art. 30. (1) Not later than two weeks after the deadline for submission of documents, the chairperson of the technical commission shall send a notification to the candidates and chairperson of the SJ regarding their admission to participate in the competition. The competition shall be conducted, based on documents, not later than one month after the notification has been sent out.

(2) Up to one week after the deadline for submission of documents, the jury chairperson shall notify the scientific secretary of the date, hour and place of the concluding session.

(3) The chairperson of the SJ shall notify the candidates in written form or by e-mail of the date, hour and place of the session.

(4) After the documents are examined and the interview is conducted, a protocol shall be written, which shall be signed by all members of the SJ.

(5) Up to seven days after the concluding session, the chairperson of the SJ shall present a summary report – conclusion about the competition results before the SC together with a proposal for election, to be signed by all jury members. The report shall be submitted to the registry office and from there transmitted to the SC.

Art. 31. (1) In the SC, the election shall be conducted not later than 14 days after the jury's proposal is received.

(2) An excerpt of the protocol of the SC shall be delivered to Human Resources and the technical assistant of the department.

(3) The technical assistant of the department shall prepare the text of the letter of notification for the candidates, informing them of the results of the SC's selection and shall deliver it to Human Resources where it shall be prepared for delivery within 14 days after the selection.

Art. 32. (1) The Director shall appoint the selected candidate within one month under a fixed-term contract for a period of three years.

(2) After the selection, the candidate shall fill in a form in Human Resources.

(3) The documents shall be sent to Human Resources in BAS, where a certificate shall be issued.

Art. 33. (1) After being selected to occupy the position "Chief Assistant Professor", the chosen candidate shall be appointed under a fixed-term contract for a period of three years.

(2) Within six months before the expiry of this period, the candidate shall mandatorily be assessed, and based on the assessment, the employer shall decide whether to appoint him/her under a permanent work contract or to dismiss him/her.

Art. 34. (1) The competition for acquiring the position "Associate Professor" shall be announced by decision of the SC of IPS – BAS based on a proposal of the Director, made on the grounds of a written motivated proposal from the department in IPS – BAS. The Director shall justify the financial provision for occupying the position.

(2) The competition shall be announced in State Gazette and on the site of IPS – BAS for a term of two months.

Art. 35. Candidates for participation in the competition shall submit, in the registry office of IPS – BAS, a request to the Director for admission to the competition, to which they shall attach:

1. a professional CV in a standard international format adopted by the SC of IPS – BAS and valid for all competitions for academic positions in the Institute;
2. a diploma for the educational and scientific degree “Doctor”;
3. a list of scientific works, with full bibliographic data, with which the candidate is applying for the competition; the following criteria must be fulfilled:
  - a) at least one published monograph other than the dissertation;
  - b) at least 15 publications (articles and studies) in specialized scientific editions, which are other than those presented for obtaining the educational and scientific degree “Doctor”, of which at least two publications should be in peer-reviewed foreign or international editions; participation in at least two research projects funded by an external source, and the existence of at least five papers read at national or international forums;
  - c) at least 20 publications (articles and studies) published in specialized scientific editions, and that do not include those presented for acquiring the educational and scientific degree “Doctor”, of which at least three publications should have been published in peer-reviewed foreign or international editions;
4. one copy (or photocopy) of each scientific publication with which he/she has applied for the competition;
5. a list of citations with full bibliographic data;
6. a list of participations in international forums, with the exact place and time of the forums and the topics of the presented papers;
7. the author’s reference to contributions made by the candidate in the publications with which he/she is participating in the competition;

8. documents regarding other scientific activities (at the discretion of the candidate), which are not mandatory but shall be taken into consideration by the SJ, other things being equal with the other candidates for the competition.

Art. 36. The candidate for the academic position “Associate Professor” must possess the educational and scientific degree “Doctor”, must have at least five years of service in his specialty, and must meet the requirements defined by the SC in these Regulations.

Art. 37. (1) The commission, made up of the Scientific Secretary, the Deputy Director, and the Head of the Human Resources Department at IPS – BAS shall verify whether the documents of the participants are in order in accordance with Art. 9, Para. 6 of ROCASDHAPBAS not longer than one week after the deadline for submission of documents for participation in the competition.

(2) The candidates shall be notified of the results of the verification within 14 days. The notification shall serve as a document for admission/non-admission of the candidate to participation in the competition. A copy of this notification shall be sent as well to the chairperson of the SJ appointed for the competition according to the requirements of ADASRB, RA ADASRB and ROCASDHAPBAS.

Art. 38. (1) When members are nominated for the SJ in the primary scientific unit and for election in the SC, they must meet the respective minimum national requirements under Art. 2b, Para. 2 и 3 of ADASRB.

(2) Elected as members of the SJ shall be scientists who have not participated in the previous two consecutive procedures, in order to provide the possibility of rotation in cases when there is a sufficient number of habilitated persons in this professional area in the primary scientific unit or there is no lack of specialists in the area on the list of the NACID.

Art. 39. (1) The date of the first session of the SJ shall be fixed by order of the Director of IPS – BAS, where the place, date and hour of the session shall be indicated. A copy of the order shall be delivered to each member of the SJ and one copy shall remain with the Scientific Secretary of IPS – BAS. At that session, the SJ shall elect one of its members to be the chairperson and shall decide which members of the SJ shall write reviews, while the others write opinions. At the same session each member of the jury shall receive one copy (in electronic form optionally) of all documents with which the candidate is participating in the competition.

(2) In fixing the date under Art. 1, the technical assistant of the department for which the competition was announced shall contact the members of the SJ and coordinate with them and with the head of department and the Director of IPS – BAS the date of the first session, which must be held before the end of the term of office of the technical commission that verifies the regularity of documents. It is recommended that the date of the first session shall be fixed within at least three working days after the submission of the report, by the head of department to the Director, in which the date in question is proposed.

Art. 40. (1) The SJ shall conduct the competition within six months after it is announced in SG. Admitted to evaluation shall be those who meet the conditions of Art. 27, Para. 1 and 2, including the minimum national requirements under Art. 2b, Para. 2 and 3 of ADASRB, respectively, the requirements under Art. 2b, Para. 5 of ADASRB.

(2) The protocols of the sessions of the SJ shall be recorded by the technical assistant of the department for which the competition is announced. The protocols shall be written in two copies, one of which shall be delivered to the Scientific Secretary of IPS – BAS, and the other, to Human Resources. The technical assistant shall collect the data on external jury members, necessary for the conclusion of a civil contract.

(3) The reviews and opinions of the members of the SJ shall be signed and submitted in two paper copies at the registry office of IPS – BAS. One of the two copies shall be delivered to the Scientific Secretary, and the other shall be kept by the chairperson of the SJ until the conclusion of the competition, and after that, by the technical secretary of the department.

(4) The chairperson of the SJ or the technical secretary of the department shall send the collected electronic copies of the reviews and opinions to the Scientific Secretary of the Institute, after which they shall be uploaded to the IPS – BAS site; the copies shall also be sent to the participants in the competition. Along with this, each participant's author's report on contributive aspects is also uploaded to the site, as well as the answers of each candidate to the questions and critical remarks in the reviews and opinions. All these materials must remain on the IPS – BAS site for at least three weeks before the concluding session of the SJ.

(5) The chairperson of the SJ or the technical secretary of the department shall send the candidates' answers to the questions and critical remarks in the reviews and opinions to the Scientific Secretary of the Institute, after which they shall be uploaded to the IPS – BAS site. Each candidate's answers are signed on paper copies and deposited at the registry office of IPS in two copies – one for the Scientific Secretary of IPS and one to be kept by the technical assistant of the department.

Art. ?? **37**. (1) After the concluding session of the SJ, the chairperson of the SJ or the technical secretary of the department shall send the protocols of all sessions of the SJ in two paper copies: one to the Scientific Secretary of the Institute, and the other, to Human Resources. The concluding protocol must be signed by all members of the jury, while the other protocols, by the chairperson of the jury and the minute-keeper. The chairperson of the

jury shall deliver a memorandum for inclusion of election by procedure in the agenda of the earliest forthcoming session of the SC.

(2) After the successful conclusion of the election, the technical secretary of the SC shall deliver to Human Resources an excerpt of the protocol of the respective session of the SC so that an order for appointment of the elected person may be issued and in view of effecting the payment of the members of the SJ.

(3) The newly elected associate profession shall appear in Human Resources in order to fill in the documents required by BAS with regard to issuing a certificate.

Art. 41. (1) The competition for the academic position “Professor” shall be announced by decision of the SC at the proposal of the Director based on a written motivated proposal by a department in IPS – BAS. The Director shall justify the financial provision for holding this position.

(2) The competition shall be announced in State Gazette and on the site of IPS – BAS for a term of not less than two months.

Art. 42 (2) Candidates for participation in the competition shall submit, in the registry office of IPS – BAS, a request to the Director for admission to the competition, to which they shall attach:

1. a professional CV in a standard international format adopted by the SC of IPS – BAS and valid for all competitions for academic positions in the Institute;
2. a diploma for the educational and scientific degree “Doctor”;
3. a diploma for the educational and scientific degree “Doctor of Science”;



4. a diploma for “Associate Professor” and a certificate of at least seven years of service in the specialty in a higher school or scientific organization;

5. a list of scientific works, with full bibliographic data, with which the candidate is applying for the competition; the following criteria must be fulfilled:

a) for candidates who are associate professors and Doctors of Science, at least one published monograph other than the dissertation for “Doctor”, “Doctor of Science”, or for the academic position of “Associate Professor”;

b) for candidates who are associate professors and Doctors of Science, at least 15 scientific articles and studies published in specialized scientific editions, of which at least three publications should be in peer-reviewed foreign or international editions, and which are other than those presented for obtaining the educational and scientific degree “Doctor” and “Doctor of Science”; participation in at least two research projects funded by an external source, and at least five papers read at national or international forums;

c) for candidates who are Doctors of Science but not associate professors, at least two published monographs and at least 40 articles and studies other than those with which he/she has defended the scientific degree “Doctor” and “Doctor of Science”, of which at least five publications should have been published in peer-reviewed foreign or international editions; to have participated in at least two research projects funded by external sources and to have presented at least five papers at national or international forums.

6. one copy (or photocopy) of all scientific publications with which he/she has applied for the competition;

7. a list of citations, including full bibliographic data;

8. a list of participations in international forums, with the exact place and time of the forums and the topics of the presented papers;

9. a certificate (or other document) indicating supervision of doctoral students if such there be;

10. an author's report on the contributive aspects of the publications with which the candidate is taking part in the competition;

11. a document regarding lecturing activity in a higher education institution, issued by the dean of the respective institution (if the candidate has had such activity).

12. documents certifying leadership of scientific projects external to BAS (if such there be);

13. documents on other scientific activities (at the discretion of the candidate) , which are not obligatory but may be taken into consideration by the SJ all else being equal with regard to the other candidates in the competition.

(2) Candidates who are both “Associate Professors” and “Doctors of Science” shall have an advantage in competitions for the academic position of “Professor”

Art. 43. (1) The regularity of the documents submitted by the participants in accordance with Art. 9, Para. 6 of ROCASDHAPBAS shall be verified by a technical commission, that includes the Scientific Secretary or the Deputy Director of IPS – BAS, the head of the primary unit and the Head of the Human Resources Department, within one week after the end of the term of the competition.

(2) The candidates shall be notified in written form of the results of the verification within 14 days. The notification shall serve as a document for admission/non-admission of the candidate to participation in the competition. A copy of this notification shall be sent as well to the

chairperson of the SJ appointed for the competition according to the requirements of ADASRB, RA ADASRB and the Statutes of BAS.

Art. 44. Eligible for membership of the SJ shall be scientists who have not participated in the previous two consecutive procedures, so that the possibility of rotation may be provided, except in case there is an insufficient number of habilitated person in this specialty or professional area in the primary scientific unit or there is a lack of specialists in the area on the list of NACID. The procedure for acquiring the degree “Professor” shall be organized in accordance with Art. 34 and the following, whereby three reviewers are chosen.

Art. 45. (1) The size of the reviews shall not exceed six pages for one candidate.

(2) With regard to an election for an academic position, the content of the reviews shall include:

1. a general description of the submitted materials – dissertations, monographs, textbooks, certificates and patents, articles and reports (a classification by themes or some other trait and reduced in case of overlap, etc.), publications before and after the awarding of the scientific degree;
2. a general reference on the candidate’s scientific, applied-scientific and teaching activity; which of these is predominant;
3. the teaching activity of the candidate from the start of his/her career: lectures, seminars, textbooks and guidebooks, supervision of doctoral students, trainees and undergraduate students;
4. an analysis of the candidate’s scientific achievements, a clear reference as to his/her scientific contributions: scientific innovativeness (new theories, hypotheses, methods, etc.);

enrichment of existing knowledge; application of scientific achievements in practice and achieved economic results;

5. in case of collective publications – a definition of the candidate's contribution;

6. **the response evoked by** the candidate's scientific publications in national and international literature (according to his/her data): numerical indicators (number of citations, impact factors), kind of citations (when these are not only mentioned in a list of literature, it is in the candidate's interest to present photocopies of the citations in order to enable an assessment of their nature);

7. critical notes of the reviewer with regard to the submitted works, including notes on the candidate's informedness regarding the literature;

8. personal impressions of the reviewer regarding the candidate and other data not indicated under previous points;

9. a motivated and clearly formulated conclusion.

(3) For awarding of academic degrees, the structure of reviews shall include the points indicated under Art. 2 (4, 6, 7, 8 and 9).

(4) With regard to an election for an academic position, the SJ shall require from the candidates written answers to the critical remarks contained in the reviews.

Art. 46. (1) The SC of IPS – BAS shall vote on the election for the announced competitions for the academic position with a majority of more than half its staff list within 14 days after the submission of the SJ's report.

(2) At least  $\frac{2}{3}$  of the reduced staff list of the SC must take part in the election. The staff list of the SC shall not be reduced by more than one sixth, and only members who are abroad, are absent due to sickness, or have been granted prolonged leave, may be reduced.

(3) The decisions shall be voted by secret ballot and by a majority of more than half the reduced staff list.

(4) For electing a professor, at least  $\frac{1}{3}$  of the council members that have the right to vote must be professors or Doctors of Science. For a concrete election, the SJ shall be enlarged with member of the academic staff holding the academic position “Professor” or possessing the scientific degree “Doctor of Science”. In case there is an insufficient number of professors or Doctors of Science, the SC shall be enlarged with external persons.

Art. 47. All academic positions in IPS – BAS (except for the position “Assistant”) shall be acquired only through competition.

Art. 48. In case of irregularities in the application of the ADASRB, RA ADASRB, ROCASDHAPBAS, and the present Regulations for competitions, the concerned candidate for scientific degree or academic position in IPS – BAS may file a complaint to the Director of IPS – BAS, who shall express an opinion within a week after the complaint is filed in the registry office. When the claims expressed in the complaint surpass the authority of the Director of IPS – BAS, the claimant may file a complaint to the Ministry of Education and Science in accordance with the provisions of ADASRB.

#### **CHAPTER IV**

#### **ENROLMENT, PREPARATION AND TRAINING OF DOCTORAL STUDENTS IN IPS**

Art. 49. (1) The procedure for enrolment of full-time and extramural doctoral students in IPS – BAS is defined by the Regulations for Activity of the TC and AC of BAS. This procedure is annual and shall begin with a request from the TC, approved by the President of BAS, with regard to the number of places requested for doctoral training under state quota, addressed to the Council of Ministers (CM) in the framework of the areas of higher education, the professional fields and doctoral programs for which BAS has received accreditation by the National Evaluation and Accreditation Agency (NEAA) to conduct teaching in the educational and scientific degree “Doctor”. After the CM determines the number of doctoral training slots for BAS, the AC of the TC shall divide the set number among doctoral programs and independent scientific units (ISU) according to the requests coming from the latter. The division shall be examined by the AC of the TC at BAS and confirmed by the President of BAS.

(2) The SC shall discuss the proposals coming from the primary scientific units (departments) and make decisions to submit requests from the TC of BAS for allotting slots for doctoral training in the regular and extramural form, submitting to the TC of BAS a ranked list of requests.

(3) The President of BAS shall issue an order for the announcement of a competition for admission of regular and extramural doctoral students – Bulgarian citizens – in the units of BAS. Based on this order, the competition shall be announced in State Gazette and on the internet page of BAS. The duration of the competition shall begin from the date of its publication in SG.

(4) Admission and training in IPS – BAS for doctoral students who are foreign citizens shall be done in accordance with the requirements of Bulgarian legislation, the Regulations for Activity of the TC and the AC of BAS, and these Regulations.

(5) The term for submitting documents for participation in the competition for doctoral students shall be two months starting from the time of its publication in SG.

(6) The candidates for participation in the competition shall submit a request for admission and the following documents:

1. CV;

2. Diploma for the educational-qualification degree “Master”;

3. Certificate of higher education, if the diploma is issued by a foreign higher school;

4. A medical certificate;

5. A certificate of judgment.

(7) The regularity of the documents of competition of the participants shall be verified by a commission which includes the Scientific Secretary/Deputy Director of IPS – BAS, the head of the department that has requested the doctoral training and a member of Human Resources; the commission shall be appointed by order of the Director within a week after the deadline for submission of documents. The candidates shall be notified about the results of the verification in written form within 14 days after the deadline for submission of documents.

(8) Candidates for doctoral training shall be admitted to the competition providing they have a total grade of at least “very good” (4.50) on their diploma for the educational-qualification degree “Master”.

Art. 50. (1) The competition for doctoral students shall consist of a written and oral examination on the specialty of the doctoral program, based on a compendium of exam questions adopted by the SC of IPS – BAS and an exam in a foreign language chosen by them. The exam on the specialty (written and oral) shall be conducted by a commission

proposed by the primary scientific unit and appointed by the Director. The foreign language exam shall be conducted by a commission determined by the TC.

(2) The competition shall be conducted from four weeks to two months after the date of its announcement and not earlier than one month after the notification for admission to participation.

(3) Candidates for doctoral students shall be admitted to an oral exam in the specialty if they have a grade of no less than “very good” (4.50) on the written exam.

(4) Candidates shall have passed the competition successfully if on the written and oral exam in the specialty they have received an average grade of not less than “very good” (4.50) and a grade of “good” (4.00) on the language exam.

Art. 51. (1) The form of training of doctoral students for the educational and scientific degree “Doctor” in BAS shall be regular, extramural, independent, and distance training.

(2) The inclusion in the register of regular and extramural doctoral students shall be made at the proposal of the SC based on a report of the chairperson of the examination commission as to the results of the competition.

(3) The candidate for inclusion in the register for doctoral training under independent training shall report his/her results before the primary scientific unit (department, laboratory, etc.). If at least five habilitated persons – specialists in the field of the procedure – are lacking in the primary scientific unit, the seminar shall be enlarged by order of the Director with external habilitated persons, proposed by the primary scientific unit, who are specialists in the field of the procedure. If the evaluation is positive, the seminar shall propose to the SC that the doctoral student be included in the register under independent training.



(4) The SC shall determine the amount and order of payment of the tuition for doctoral students under independent training. The doctoral students included in the register with the obligation to pay tuition shall complete their training under the conditions in which they were included in the register.

(5) The SC shall confirm the working title of the topic of the future dissertation of the enrolled doctoral student and shall elect a supervisor, who must be a habilitated person. If necessary, a second supervisor or scientific consultant may be selected. Based on this proposal, the Director shall issue the respective order.

(6) The Director and the supervisor elected by the SC on the one hand, and the regular doctoral student under state quota on the other, shall sign a Contract, after which the Director shall issue an order for inclusion of the doctoral student in the register, and the term of the doctoral training shall begin starting from that moment.

(7) In case the doctoral student refuses to sign the Contract under Para. 6 and in case a second candidate has successfully passed the exams for the same slot, the Director shall make a new proposal to the SC for inclusion of the second candidate in the register.

Art. 52. (1) The training of doctoral students shall be conducted under an individual plan under conditions and order defined by the Regulations of Activity of the TC and the AC of BAS

(2) The duration of training shall be as follows:

1. for the regular and independent form of training – up to 3 years;
2. for the extramural form of training – up to 4 years.

(3) Doctoral students shall be evaluated by the SC at the end of each academic year. For the purpose, they shall present, at a session of the department, a report on the performed activities, which shall contain a scientific part (report on the results) and a report on the fulfillment of the individual plan. The supervisor shall deliver a written opinion on the work of the doctoral student to the SC.

(4) Regular doctoral students shall report on their work at the end of each quarter, presenting to the head of the department a report on the fulfillment of their individual study plan, to which shall be attached:

1. a report on the fulfillment of the educational program, supported by evidential materials;
2. a report on the work done on the dissertation.

(5) Based on a report by the supervisor (scientific consultant) and in accordance with the Regulations of the TC and AC of BAS, the SC shall make decisions on a change of topic of the dissertation theses not later than three months before the expiry date of the doctoral training. The change shall be made by order of the Director of IPS – BAS based on a decision of the SC at the proposal of the department.

Art. 53. (1) Before the end of the term of training, the doctoral student shall present a report on the results he/she has achieved to the seminar of the primary unit to which he/she is attached. This seminar shall adopt one of the following proposals, regarding which the SC shall then make a decision:

1. The doctoral student may be excluded from the register with the right to defense if he/she has fulfilled the educational program in his/her individual study plan in accordance with the requirements of the TC of BAS and has conducted a substantial part of the scientific research included in the individual plan. The right of defense may be exercised not later than five years

after the decision of the SC. In case the dissertation is presented complete within the term of the doctoral training, the successful opening of a procedure leading to defense shall be considered an exclusion from the register with the right of defense.

2. The duration of training of the doctoral student may be extended once on good grounds – up to one year without the right to a stipend in case of illness accompanied by permanent loss of capacity for work, extraordinary circumstances in the family, such as death, etc., problems related to the completion of the empirical study that could not have been foreseen or are not under the control of the doctoral student, or up to two years in case of maternity.

3. The doctoral student shall be excluded from the register without the right of defense if he/she has not fulfilled the requirements of the TC of BAS regarding his/her educational program set down in the individual study plan and (or) if the reported results are unsatisfactory.

(2) The extension of the term of doctoral training under Para. 1 (2) shall be made after submission of a request by the doctoral student to the Director of IPS – BAS with an attached document certifying the causes. The request shall be considered by the SC, which shall make a decision regarding the extension of the term of doctoral training after a motivated proposal by the supervisor, accompanied by a report on the work done up to that time by the doctoral student. For the term of the extension, regular doctoral students shall preserve their rights but not receive a stipend.

(3) A doctoral student who does not duly present within the term under Para. 1 a report on his/her achieved results before the seminar of the primary unit in which he/she is registered, is excluded from the register without right of defense

(4) The doctoral student shall be excluded from the register by order of the Director at the proposal of the departments and by decision of the SC.

(5) Doctoral students may be excluded from the register without right of defense even before the term of training has ended:

1. by decision of the department, based on a negative assessment confirmed by the SC. The negative assessment not accompanied by a decision of the department for exclusion from the register shall not be a reason for exclusion from the register of the doctoral student;

2. in case the exams under the individual study plan have not been passed successfully by the end of the second year of training;

3. if no text related to the dissertation has been presented;

4. if untrue data have been presented in the documents for the doctoral training on the basis of which the inclusion in the register was made;

5. In case damage has been done to the prestige and good name of IPS – BAS, as established by decision of the department, and confirmed by the SC;

6. in case of more than six months delay of payment of the annual tuition for training of the doctoral students in independent training;

7. in case of non-fulfillment of the duties of the doctoral student under the contract concluded with IPS – BAS;

8. by his/her own will, indicated by a written request to the Director;

9. in case of decease of the doctoral student.

(6) The doctoral students may be excluded from the register with right of defense even before the end of the term of training in case the training activities have been fulfilled successfully, the examinations set in the individual study plans have been passed successfully, and when

the primary scientific unit has made a positive decision regarding the preparedness for defense of the dissertation and has made the decision to exclude the student from the register.

### **ADDITIONAL PROVISIONS**

§ 1. The diplomas certifying the acquired educational and scientific degree “Doctor”, for the scientific degree “Doctor of Science” and for the diplomas for the academic positions “Chief Assistant”, “Associate Professor” and “Professor” shall be issued by BAS at the proposal of the Director of the respective unit and signed by the Chairperson of the SJ, the Director of the primary scientific unit, the Chief Scientific Secretary of BAS and the President of BAS. The diplomas shall be issued on special laser-protected paper. The diplomas shall be delivered with ceremony the Large Hall of BAS.

§ 2. (1) The chairperson, members and reviewers of the SJ shall receive fees from the budget of the respective scientific unit in amounts dependent on the respective procedure and fixed as a percentage of the minimum wage for the country.

(2) The fees for all units of BAS are in recommended amounts as follows:

Competition for scientific degree or academic position	Chairperson of SJ	Reviewer	Member of SJ
Doctor	3/8 MW*	5/4 MW	1/4 MW
Chief Assistant	3/8 MW	-	1/4 MW
Associate Professor	1/2 MW	3/2 MW	1/3 MW
Doctor of Science	5/8 MW	7/4 MW	5/12 MW

Professor

3/4 MW

2 MW

1/2 MW

## TRANSITIONAL AND FINAL PROVISIONS

§ 3. The present regulations were adopted at a session of the SC of IPS – BAS on 27.11.2018, Protocol № 18, and came into force immediately after. Competitions in IPS for which procedures have already come into effect shall be conducted in accordance with the requirements and Regulations of the SC that were valid until the time these regulations came into force. A procedure shall be considered in force when a scientific jury has already been elected for that competition. Doctoral students registered under the old Act for Development of the Academic Staff in Republic of Bulgaria, and the Regulations connected with it, shall fulfill the training programs adopted by the SC and pursue their defense under those rules if they were included in the register respectively: before 5 May 2018 (29.10.2018; 27.11.2018 SC of IPS).

### Supplement № 1

Minimum requirements of BAS for scientific and educational activity of candidates seeking to acquire a scientific degree or obtain the academic position “Chief Assistant”, “Associate Professor” and “Professor” in scientific fields and professional areas defined according to the Classification of the areas of higher education and professional fields established by Decree

№ 125 of the Council of Ministers of 2002 (SG, issue 64 of 2002). (Decision of the GA of BAS of 22.10.2018)

## Area 2. Human Sciences

Professional Areas 2.1. Philology, 2.2. History and Archeology, 2.3. Philosophy, 2.4. Religion and Theology

**Table 1. Minimum required points under groups of indicators for the scientific degrees and academic positions**

Groups of indicators	Content	Doctor	Doctor of Science	Chief Assistant	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	Indicator 2	-	100	-	-	-
C	Indicator 3	-	-	-	100	100
D	Sum of indicators from 4 to 11	30	100	-	220	220
E	Sum of indicators	-	100	-	60	120

	from 12 to 14					
F	Sum of indicators from 15 to the end	-	-	-	-	100

**Table 2. Number of points by indicators (Field 2. Human sciences)**

Groups of indicators	Indicator	Number of points
A	1. Dissertation for acquiring educational and academic degree “Doctor”	50
B	2. Dissertation for the awarding of scientific degree “Doctor of Science”	100
C	3. Habilitation work - monograph	100
D	4. Published monograph not submitted as a basic habilitation work	100
	5. Published book based on a defended dissertation for awarding the educational and scientific degree “Doctor” or for the awarding of	75



the scientific degree “Doctor of Sciences”

6. Articles and papers published in scientific editions, reviewed and indexed in world-famous databases for scientific information 30/n

7. Articles and papers published in non-refereed journals after scientific reviewing or published in edited collective volumes 10/n

8. Studies published in scientific editions reviewed and indexed in world-famous databases for scientific information. 45/n

9. Studies published in non-refereed journals after scientific reviewing or published in edited collective volumes 15/n

10. A published chapter from collective monograph 20/n

11. Compiling of dictionaries (only for 2.1) 40/n

E 12. Citations or reviews in scientific editions reviewed and indexed in world-famous databases for scientific information or in monographs and collective volumes. 15

13. Citations in monographs and collective volumes under scientific reviewing 10

14. Citations or reviews in non-refereed journals 5  
under scientific reviewing
- F 15. Acquired scientific degree “Doctor of 40  
Science”
16. Supervision of a dissertation successfully 40/n  
defended by a doctoral student (n is the number of  
co-supervisors of the student
17. Participation in a national scientific or 15  
educational project
18. Participation in an international scientific or 20  
educational project
19. Leadership of a national scientific or 30  
educational project
20. Leadership of an international scientific or 40  
educational project
21. Published university textbook or textbook 40/n  
used in the school system
22. Published university guidebook or guidebook 20/n  
used in the school system

### **Field 3. Social, Economic and Legal Sciences**

Professional areas: 3.1. Sociology, Anthropology, and Culture Sciences, 3.2. Psychology, 3.3. Political Science, 3.4. Social Activities, 3.5. Public Communications and Information Science, 3.6. Law, 3.7. Administration and Management, 3.8. Economics, 3.9. Tourism

**Table 1. Minimum required points under groups of indicators for the different scientific degrees and academic positions**

Groups of indicators	Content	Doctor	Doctor of Science	of Chief Assistant	Associate Professor	Professor
A	Indicator 1	50	50	50	50	50
B	Indicator 2	-	100	-	-	-
C	Indicator 3	-	-	-	100	100

D	Sum of 30 indicators from 4 to 11	100	-	220	220
E	Sum of - indicators from 12 to 14	100	-	60	120
F	Sum of - indicators from 15 to the end	-	-	-	100

**Table 2. Number of points by indicators (Field 3. Social, economic and legal sciences)**

Groups of indicators	Indicator	Number of points
A	1. Dissertation for acquiring educational and academic degree “Doctor”	50
B	2. Dissertation for the awarding of scientific degree “Doctor of Science”	100
C	3. Habilitation work - monograph	100
D	4. A published monograph not submitted as a basic habilitation work	100

5. A published book based on a defended dissertation for the awarding of the educational and scientific degree “Doctor” or the scientific degree “Doctor of Science” 75
6. Articles and papers published in scientific editions, refereed and indexed in world-famous databases for scientific information 30/n
7. Articles and papers published in non-refereed journals after scientific reviewing or published in edited collective volumes 10/n
8. Studies published in scientific editions refereed and indexed in world-famous databases for scientific information. 45/n
9. Studies published in non-refereed journals after scientific reviewing or published in edited collective volumes 15/n
10. A published chapter from collective monograph 20/n
- E 11. Citations or reviews in scientific editions reviewed and indexed in world-famous databases for scientific information or in monographs and collective volumes. 15

12. Citations in monographs and collective 10  
volumes under scientific reviewing
13. Citations or reviews in non-refereed 5  
journals under scientific reviewing
- F 14. Acquired scientific degree “Doctor of 40  
Science”
15. Supervision of a successfully defended 40/n  
doctoral student (n is the number of co-  
supervisors of the student
16. Participation in a national scientific or 15  
educational project
17. Participation in an international scientific or 20  
educational project
18. Leadership of a national scientific or 30  
educational project
19. Leadership of an international scientific or 40  
educational project
20. Published university textbook or textbook 40/n  
used in the school system
21. Published university guidebook or 20/n  
guidebook used in the school system