

## **MYKOLAS ROMERIS UNIVERSITY AND VYTAUTAS MAGNUS UNIVERSITY ADMISSION RULES FOR DOCTORAL STUDIES IN LAW IN 2019**

### **1. General provisions.**

1.1. Doctoral studies in the field of Law Science (01S) are carried out according to the Regulations of the doctoral studies in the field of Law Science of Mykolas Romeris University with Vytautas Magnus University, approved by Resolution No. 1SN-24 adopted by the Senate of Mykolas Romeris University on June 2, 2017.

1.2. Duration of studies: full-time – 4 years, part-time – 6 years.

1.3. Persons, who hold a bachelor's degree in Law and a master's degree in Law or a single cycle master's degree in Law, are eligible to take part in the competition for the admission to the doctoral studies.

1.4. The competition, studies and dissertation preparation are implemented in Lithuanian or English.

### **2. Admission procedure.**

2.1. Applicants willing to study in Lithuanian have to pass a test in a foreign language (English, German or French). Only successful applicants can defend a research project. Applicants, who provide a valid certificate indicating having knowledge in foreign language level C1 (international test evaluation not less than: English – TOEFL 80 + 15 for essay – computer version; IELTS – 7; German – TestDaf – Level IV; French – DALF) are not obliged to take the test. Applicants from 2017 or 2018 who successfully passed the test in a foreign language during the admission to Mykolas Romeris University and Vytautas Magnus University doctoral studies in Law and provided a certificate proving that, are also exempt from foreign language test. If an applicant has a bachelor's or master's or single cycle master's degree in Law in one of languages mentioned above, he/she doesn't have to pass the test.

2.2. Applicants willing to study not in Lithuanian but in English have to pass a test in English language. It is not required to take the test in the cases mentioned in the article 2.1.

2.3. Admission to doctoral studies is organised by order of an open competition separately to each institution making separate priority lists according to the highest scores. An applicant can apply for up to two dissertation topics by providing different research projects for each of them.

2.4. Competitive score (CS) is estimated according to this formula:

$$\mathbf{CS = 0,30*RP+0,35*DC+0,20*GPA+0,15*SP}$$

where:

RP – average of assessments for scientific research project;

DC – average of scores given for research project defence;

GPA – grade point average of the marks in annexes/supplements to bachelor's and master's or other diplomas confirming the reward of corresponding qualifications;

SP – points for scientific publications in Law (converted to a ten-point system: the maximum sum of points is equal to 10, other applicants are ranked proportionally).

2.5. Points for each scientific publication in Law are allocated according to the attached table and converted to a ten-point system (Annex 1).

2.6. In the case applicants receive equal scores an applicant with higher scientific publications (in law) score shall be given a priority. In the case applicants receive equal number of scientific publications scores an applicant with higher diploma score shall be given a priority. If in both cases scores are equal an applicant having scientific publications in the chosen topic of research project shall be given a priority.

2.6.1. The average of diploma's supplement is rounded to nearest hundredth part of number.

2.7. Only applicants who submitted the documents specified in the Table 1 according to the admission timetable shall be admitted to the competition.

2.8. All applicants must defend their research project before the Doctoral Committee in Law (participate in the meeting). If the applicant cannot arrive to the meeting for objective reasons, he/she has to submit the advance request to defend the project remotely.

2.9. Only those applicants whose scientific research project is evaluated by a final mark (average of RP and DC points) not lower than 7 are eligible for studies in a doctoral programme.

2.10. After the final list of invited candidates is announced, applicants who were not accepted into state-funded study places, but who meet the requirements for doctoral studies, can choose fee-paying doctoral study places and study paying a tuition fee set by the institution.

2.11. Candidates invited to doctoral studies sign a bilateral agreement with the doctoral institution. The original admission documents specified in the Table 1 must be presented for the verification at the time of signing.

2.12. If, after the admission process is over, there are free study places left, a second round of admission can be organized, which is carried out following the same procedure.

### 3. Required documents.

Table 1

<b>Documents *</b>
<ul style="list-style-type: none"><li>• Application (submitted to MRU or VMU);</li><li>• One letter of recommendation of a researcher in Law;</li><li>• Curriculum vitae (<i>Europass</i> form);</li><li>• Copies of diplomas of bachelor's and master's or single cycle master's degrees in Law, supplements;</li><li>• Research project (10-20 pages) (electronic version);</li><li>• List of applicant's scientific publications (submitted in full bibliographic description) and their copies (submitted together with a copy of journal's cover and contents page); or, if a scientific article is not yet published – a document issued by the editorial board of a scientific journal certifying the acceptance of an article for publication (after the reviewing procedure) and its manuscript;</li><li>• Copy of the passport page containing personal information or copy of the ID card;</li><li>• One photo 3x4 cm;</li><li>• Copy of the check proving that admission fee paid to MRU or VMU bank account or copies of documents proving that the applicant is exempt from payment of admission fee;</li><li>• Copy of documents, proving the change of surname, if not all documents are under the same surname;</li><li>• Other documents which an applicant wishes to submit (a certificate indicating having knowledge in foreign language (TOEFL, IELTS) or other documents showing candidate's qualifications).</li></ul>

\* Documents (scanned from the original documents or electronic versions) shall be submitted during the dates listed in the admission timetable:

MRU – <https://apply.mruni.eu>;

VMU – <https://epasirasymas.vdu.lt>.

#### **4. Additional admission rules for foreign applicants and applicants who obtained their degrees abroad.**

4.1. Applicants who obtained bachelor's and master's or single cycle master's degrees not in the Republic of Lithuania should present all documents, indicated in the Table 1, and additionally a notarised translation of diplomas and their supplements into the Lithuanian or English language.

4.2. Recognition of qualification acquired abroad is assessed by the Universities when all the required documents are submitted.

4.3. Application form, curriculum vitae, the letter of recommendation, the research project are submitted in Lithuanian or English.

4.4. If scientific publications are not in Lithuanian or English, in the list the titles shall be provided in original language with translation to Lithuanian or English. Copies of the publications can be submitted in other languages if the category of the journal can be assigned on the basis of the copies submitted.

4.5. Applicants taking part in the competition take their responsibility for all travel expenses and documents: passport, visa, temporary residence permit, health insurance etc.

4.6. Applicants who have been admitted to doctoral studies need to obtain a permission for temporary residence in the Republic of Lithuania or a permission to live in the Lithuanian Republic as a citizen of the country member of the European Community or have a permission to live in the Lithuanian Republic permanently.

#### **5. Procedures for submitting an appeal and its review process.**

5.1. A written appeal has to be submitted according to the order described in the Regulations of the doctoral studies in the field of Law Science of Mykolas Romeris University with Vytautas Magnus University.

5.2. Appeals regarding violation of admission rules, argumentation of decision not to accept an applicant to the University, regarding evaluation of the research project, or calculation of admission score must be submitted within 2 working days after announcement of the evaluations or decisions in question. The appeals will be reviewed within 6 working days after their submission.

5.3. No later than 1 working day after the appeal has been reviewed, the appellant is informed about the decision over personal e-mail (provided in the admission documents).

#### **6. Admission fee, bank information.**

6.1. Admission fee is 20 Eur.

6.2. The admission fee should be transferred to one of the institutions, depending on where the documents will be submitted:

MRU: bank: Swedbankas; bank account No. LT85 7300 0100 0249 2590; bank code 73000; fee code 101939; payer's code - ID code; SWIFT/BIC: HABALT22.

VMU: bank: SEB bankas; bank account No. LT04 7044 0600 0284 8625; bank code 70440; payer's code - ID code; SWIFT/BIC: CBVILT2X.

6.4. The admission fee should be transferred to the University, where an applicant submits his or her documents to (but it does not depend on the dissertation topic the applicant applies to).

6.5. Fees shall not be reimbursed.

#### **7. Annual tuition fee.**

7.1. Each university establishes its annual tuition fee.

7.2. Tuition fee shall be paid within 15 days since the signing of the agreement between a student and the University.

## **8. Contact information.**

### **Mykolas Romeris University**

Social Innovations Doctoral School

Didlaukio 55, Room 404 (MRU LAB), Vilnius, Lithuania

Tel. +370 5 271 4469, email: [phd@mruni.eu](mailto:phd@mruni.eu).

MRU website: <http://goo.gl/CYxyEF>.

Admission documents shall be submitted at <https://apply.mruni.eu>.

### **Vytautas Magnus University**

Doctoral School

K. Donelaičio 52, Room 303, Kaunas, Lithuania

Tel. +370 37 209 815, email: [doktorantura@vdu.lt](mailto:doktorantura@vdu.lt).

VMU website: <https://goo.gl/XtkWfC>.

Admission documents shall be submitted at <https://epasirasymas.vdu.lt>.

## **9. Further information.**

9.1. In any case, which have not been discussed in the Admission Rules, decisions shall be passed by the Mykolas Romeris University and Vytautas Magnus University Doctoral Committee in Law.

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## ASSESSMENT OF SCIENTIFIC PUBLICATIONS

Type of scientific work	Measurement unit	Points
Scientific monographs, studies or their chapters	Quires* x author's input**	2
Scientific articles in publications, referred in <i>Clarivate Analytics Web of Science</i> or (or) <i>Scopus</i> databases	Author's input	10
Scientific articles in publications, referred in other international databases	Author's input	3
Scientific articles in other peer-reviewed scientific publications	Author's input	2
Scientific articles in peer-reviewed cultural, art and professional publications; in conference proceedings	Author's input	1

\* One quire = 40 000 characters (including spaces) of the text; if it impossible to establish the volume in characters, 14 pages shall be considered as an equivalent of a quire.

\*\* Author's input (AI) is calculated according to the formula:  $AI=1/NA$ , where NA is the total number of authors of the article. For example, if the number of authors is 4, one author's input is worth 0.25, i.e.  $AI = 1/4 = 0.25$ .

**Peer-reviewed publication** is a periodic, serial, or one-time publication having an ISSN or ISBN number where research papers are published based on written conclusions of peer-reviews that can be proved.

**Scientific article** is an article published or submitted for publication (with the certificate from the editorial board) in a peer-reviewed scientific publication, written in compliance with requirements for a scientific article in a particular science field (footnotes, bibliography, formulas, drawings, description of methodology, statistic tables, and etc.), and corresponding to the scientific criteria, recognised in that science field; the minimum scope valid is 0.25 of the quire. The decision to accept shorter than 0.25 of the quire scientific publications is made by the Committee