

APPROVED

by Minutes No. 6 of the meeting of 28 February 2023  
of the Committee of Doctoral Studies in the Education  
Science Field of Vytautas Magnus University

**TERMS AND PROCEDURES OF THE OPEN COMPETITION  
TO DOCTORAL STUDIES IN THE EDUCATION SCIENCE FIELD IN 2023**

**1. GENERAL PROVISIONS**

Code for field of study	Field of science
S 007	EDUCATION

- 1.1.** Admission to the doctoral programme in the education science field shall be by open competition to the doctoral programme of each partner institution with a doctoral degree in the topic of their choice. An applicant may apply for a maximum of two different themes.
- 1.2.** The competition is organised by the Doctoral School of Vytautas Magnus University, which administers the competition, and the competition is conducted by the Committee of Doctoral Studies in the Education Science Field (hereinafter referred to as “the Committee”) in accordance with the procedure laid down in this admission procedure.

**2. QUALIFICATION REQUIREMENTS**

- 2.1. Master’s degree or equivalent higher education qualification.  
2.2. Research background, participation in research activities.  
2.3. Knowledge of foreign languages.

**3. REQUIRED DOCUMENTS**

Application to take part in the competition addressed to the Rector
Diploma certifying a Master’s degree or equivalent qualification and its supplement/annex
Recommendations from two researchers in the field of education
Curriculum Vitae (signed by applicant)
List of scientific publications (with full bibliographic description) and copies (to be submitted together with copies of the cover and table of contents of the journal); in the case of an article that has not yet been published, a certificate from the editorial board of the journal indicating that the article has been accepted for publication (after the peer-review procedure) and the manuscript
An electronic copy of the research project in .doc or .docx format; if the application covers two themes, two research projects must be submitted
Copy of the personal data page of the passport or copy of the identity card
Documents notifying the change of surname if not all documents are submitted under the same surname
Other documents the applicant wishes to submit

## 4. SELECTION CRITERIA

- 4.1. **Scientific publications (SP).** The applicant's publications are evaluated by points. Points for scientific publications are awarded according to the attached table and converted into a ten-point grading system (see Annex 1).
- 4.2. **Research project (RP).** The project shall be drafted in accordance with the requirements laid down by the Committee (see Annex 2). The project is evaluated by two reviewers appointed by the Committee. The final score is the average of the two reviewers' scores on a ten-point rating system.
- 4.3. **Diploma grade point average (DA).** The arithmetic mean of the grades in the Master's degree or equivalent diploma supplement/annex, i.e., the arithmetic mean of the grades in the courses and the thesis, is calculated.
- 4.4. **Motivational interview (MI).** The interview is to assess the applicant's readiness and motivation to pursue doctoral studies in the relevant field of science, the relevance of the scientific publications, scientific activity and scientific experience to the chosen topic, researchers' recommendations, knowledge of foreign languages, etc. English is compulsory for the motivational interview. The final score for the motivational interview shall be the average of the Committee members' scores<sup>1</sup> on a ten-point scoring system. Only applicants with a final score of at least 8 in the motivation interview can apply for the doctoral programme.

## 5. STRUCTURE OF THE COMPETITION SCORE

- 5.1. The competition score (CS) is based on the above selection criteria and is calculated according to the following formula:  $CS = 0.3SP + 0.3RP + 0.1DA + 0.3MI$ , where:
  - SP – a score for calculating scientific publications in a ten-point system,
  - RP – the final evaluation score of the research project,
  - DA – the cumulative average of the grades obtained in the Master's diploma or the relevant qualification supplement/annex to the diploma,
  - MI – final score for the motivational interview.
- 5.2. With the same score, the applicant with the higher score for the research project shall be given a priority.

## 6. ADMISSION PROCEDURE

- 6.1. The applicant shall submit an application to the Rector to be admitted to the open competition for doctoral studies. The application shall be accompanied by the other documents referred to in Paragraph 3. Only applicants who have submitted all the necessary documents on time are considered for the competition.
- 6.2. All applicants are required to attend a motivational interview with members of the Committee.
- 6.3. On the basis of the selection criteria, the Committee shall establish separate priority queues for the doctoral themes of the partner institutions according to the highest competition score.
- 6.4. Within three days after the results of the competition have been calculated, the applicant may appeal to the Committee; in the event of a negative response from the Committee, s/he may, within three days, appeal to the Rector of the University to which s/he applied.
- 6.5. Once the list of invitees has been published, applicants who do not qualify for a state-funded place but who, according to the Committee's decision, meet the requirements for

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<sup>1</sup> Scores are rounded off to one decimal place.

doctoral studies may choose to pursue their doctoral studies on a fee-paying basis, subject to the payment of a doctoral tuition fee as set by the doctoral institution.

- 6.6.** Bilateral agreements in the specified form shall be signed with the persons invited to doctoral studies, based on which the Rector's order on admission to doctoral studies shall be issued.
- 6.7.** If vacancies remain after admission, an additional admission cycle may be organised following the same procedure.

<b>Admission procedures</b>	<b>Dates and deadlines</b>
Receipt of applications for participation	01-06-2023 – 31-08-2023
Meeting of the Committee of Doctoral Studies with applicants (motivational interview)	01-09-2023 – 15-09-2023
Meeting of the Committee of Doctoral Studies in the absence of applicants (calculation of competition results)	01-09-2023 – 15-09-2023
Informing applicants of the results of the competition	19-09-2023
Submission of appeals to the Committee of Doctoral Studies	20-09-2023 – 22-09-2023
Submission of appeals to the head of the doctoral institution to which the person applied	25-09-2023 – 27-09-2023
Announcement of the list of doctoral candidates	28-09-2023
The signing of study agreements with a doctoral institution	29-09-2023

## **7. PROCEDURE FOR ADMISSION OF NATIONALS OF OTHER COUNTRIES TO DOCTORAL STUDIES**

- 7.1.** Nationals of other countries who have obtained a Master's degree or equivalent qualification outside the Republic of Lithuania must submit all the documents listed in Section 3, plus the following additional documents:
  - 7.1.1.** A notarised translation into Lithuanian or English of the education document and its annexes.
  - 7.1.2.** A copy of the certificate of recognition of the higher education qualification obtained abroad. The Centre for Quality Assessment in Higher Education and higher education institutions can recognise qualifications obtained abroad upon submission of the required documents.
  - 7.1.3.** The application for admission to the doctoral programme shall be completed in English. The curriculum vitae, a list and copies of research papers and a research project may be submitted in English.
- 7.2.** Participants are responsible for arranging their travel and all the necessary travel documents: passport, temporary permit, insurance, etc.
- 7.3.** Foreigners enrolled in doctoral studies must obtain a temporary residence permit in the Republic of Lithuania or a residence permit of a citizen of a Member State of the European Communities to reside in the Republic of Lithuania or to have a permanent residence permit in the Republic of Lithuania.

## **8. COST OF STATE NON-FUNDED DOCTORAL STUDIES**

<b>Study form</b>	<b>Annual tuition fee*, EUR</b>
	<b>VMU</b>
<b>Full-time studies</b>	11,589
<b>Part-time studies</b>	7,726

The tuition fee shall be paid within 15 calendar days of the date of entry into force of the study agreement.

\*The normative tuition fees approved by the Minister of Education, Science and Sport of the Republic of Lithuania on 15 December 2022, No V-1957, may be reduced by the decision of the doctoral institution.

## 9. CONTACTS DETAILS

**Vytautas Magnus  
University**

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The documents are submitted here:  
<https://epasirasymas.vdu.lt>

## ASSESSMENT OF SCIENTIFIC PUBLICATIONS

Type of research work	Measuring unit	Points
Research articles in publications referenced in <i>Clarivate Analytics Web of Science</i> databases	Author's input*	4
Research articles in scientific publications referenced in other international databases	Author's input	3
Research articles in other peer-reviewed scientific publications	Author's input	2
Research articles in peer-reviewed culture, art and professional journals; conference proceedings	Author's input	1
Other**	Author's input	0–4

\*Author input (AI) is calculated using the formula  $AI=1/N_A$ , where  $N_A$  is the number of authors on the paper. For instance, if an article's authors are 4, the author's contribution will be 0.25, i.e.,  $AI=1/4=0,25$ .

\*\*The Committee has the right to evaluate the applicant's other scientific output not included in this table and to award additional points between 0 and 4.

**Peer-reviewed scientific publications:** peer-reviewed periodicals, peer-reviewed continuing publications or peer-reviewed one-off publications with a scientific editorial board and an ISSN or ISBN number.

**Scientific article** – an article published in scientific journals and containing the usual scientific apparatus (footnotes, bibliography, formulae, figures, description of the methodology, statistical tables, etc.) and meeting the criteria of scientific validity recognised in the field of science; the minimum creditable length is 0.25 quire. The Committee shall decide on the crediting of scientific publications of less than 0.25 quire (1 quire = 14 pages). The scientific publications and research activities submitted must be relevant to the chosen topic and/or field of study for which it is applied.

**The total points are converted into the ten-point system as follows:**

- The applicant with the highest total points ( $T_{max}$ ) will be awarded 10 points.
- $T_{max}$  divided by 10 gives the constant  $-k$  ( $k = T_{max}/10$ ).
- The sum of the points scored by the other competitors, divided by the constant  $k$ , gives the applicant's score for scientific publications (rounded off to one decimal place).

## **GUIDELINE REQUIREMENTS FOR SCIENTIFIC RESEARCH PROJECT**

1. A doctoral candidate's research Project (hereinafter referred to as "Project") is an independent scientific work, the aim of which is to reveal the author's scientific abilities, creativity, methodological preparation, motivation, theoretical preparation and practical experience, as well as specific scientific work on the chosen topic.
2. The Project shall include all mandatory parameters: relevance of the topic, research problem, research questions, research object, research aim, the novelty of the problem to be solved, research design, research methodology, and the expected contribution to the field of education science and pedagogical practice.
3. The Project shall be based on scientific sources that are no more than ten years old, of which about half must be no more than five years old.
4. The Project shall propose an original theme related to a specific topic chosen from the list of topics proposed.
5. The Project must consist of the following parts:
  - **INTRODUCTION.** It reveals the topicality and novelty of the topic, why it is necessary to investigate it, formulates the problem, the object, aim and objectives of the planned dissertation, and may also formulate hypotheses or defensible statements.
  - **LITERATURE REVIEW.** This part reviews the research on the topic in Lithuania and worldwide and shows how the dissertation could complement existing research.
  - **METHODOLOGY.** This part discusses the possible methods and process of the study, explains how the data will be analysed and how reliable it will be.
  - **BIBLIOGRAPHY.** This part of the Project presents the sources and literature used in the preparation of the Project.
6. The Project has a print run of 8,000-12,000 characters (including spacing), i.e., about 4-5 pages.
7. The text shall be printed in 1.5 line spacing, size 12, Times New Roman font. Margins: 3 cm on the left, 1.5 cm on the right, 2 cm on the top and bottom.

## **A RESEARCH PROJECT EVALUATION CRITERIA**

1. The object of the research, the scientific problem, the aims and objectives of the research are clearly and precisely formulated.
2. The relevance of the chosen topic in the context of research and development.
3. The applicant can provide a theoretical basis for future research, is familiar with existing research on the chosen topic, can make connections between different works, and can make critical comparisons and summaries.
4. The intended subject material is relevant, authentic and sufficient.
5. The research methodology is designed to meet the aims and objectives.
6. The sources shall be scientific sources that are no less than ten years old, of which about half shall be no more than five years old.
7. The Project is written in the correct Lithuanian language and complies with the general requirements for scientific papers (honestly written, original and new ideas introduced, logical and coherent presentation of ideas, consistent references and bibliography, correct scientific language style).