



The University of
Zagreb
SCHOOL OF MEDICINE

Department for Post-graduate Studies and Life-long Medical Training

THE OFFICE FOR DOCTORATES AND
SCIENTIFIC TITLES

**INSTRUCTIONS FOR COMPLETION OF form
DR.SC.-02**

The form shall be submitted with the original signatures of the Committee members in 3 counterparts for all students in the scientific field of biomedicine and health, and in 5 counterparts for all students from other scientific fields.

THE NAME AND SURNAME OF THE STUDENT, AND TITLE: (state as given in Form DR.SC.-01A)

COMPONENT: The University of Zagreb, School of Medicine

Title of studies: (Biomedicine and health or Neuro-science - describe which Doctoral studies the student has enrolled in, of the two offered)

Student' registration no: (the registration number which the student received when enrolling in doctoral studies - found in their student registration book (Indeks))

The title of the proposed subject: (state the title as stated in Form DR.SC.-01A, in Croatian and English)

Area/field/branch: (state as given in Form DR.SC.-01A, state the branch if necessary)

SUPERVISOR(S): (give the title, name and surname of the supervisor(s), e-mail address, and institution*; if the Doctoral thesis has two supervisors, give this information for both)

*NOTE: the institution is where the supervisor acquired his/her scientific-teaching title; for scientific-teaching titles (assistant professor, named assistant professor, associate professor, named associate professor, full professor and named full professor) the **UNIVERSITY AND FACULTY** where they received their title should be given; for scientific titles (scientific associate, senior scientific associate and scientific advisor) the institution where they are employed should be given;

The selected Expert Commission for evaluation of the proposed Doctoral thesis: (list the title, name and surname, institution* and e-mail address of each member of the commission, in the order in which they are listed in the decision on appointment of the commission for evaluation of the proposed Doctoral thesis; the details of the chairperson of the commission should be given first).

*NOTE : the institution is where the commission member acquired his/her scientific or

scientific-teaching title; for scientific-teaching titles (assistant professor, named assistant professor, associate professor, named associate professor, full professor and named full professor) the **UNIVERSITY AND FACULTY** where they received their title should be given; for scientific titles (scientific associate, senior scientific associate and scientific advisor) the institution where they are employed should be given;

A. Report from the public debate on the proposed Doctoral thesis

REMARKS AND SUGGESTIONS BY THE DISSERTATION COMMITTEE: If during the public debate any of the member of the Dissertation Committee made any remarks, the title, name and surname of the member of the Committee must be stated, and his/her comment, without any reply given to them by the student or supervisor.

REMARKS AND SUGGESTIONS BY THE ETHICAL COMMITTEE: These are sent to the student before the public debate, already entered into form DR. SC.-02. It is only necessary to copy them into the electronic version of the form. No replies to the remarks are to be entered.

REMARKS AND SUGGESTIONS BY THE FIRST MEMBER OF THE COMMITTEE: Enter the remarks without replying to them.

REMARKS AND SUGGESTIONS BY THE SECOND MEMBER OF THE COMMITTEE: Enter the remarks without replying to them.

REMARKS AND SUGGESTIONS BY THE THIRD MEMBER OF THE COMMITTEE: Enter the remarks without replying to them.

B. Evaluation of the Proposed Doctoral Thesis

Here a **description and evaluation must be given of each part** of the proposed Doctoral thesis found in the corrected proposal of the Doctoral thesis, that is in form DR.SC.-1B, which the student submits after the public debate. It is necessary to describe and evaluate each part, one by one.

Generalizations should be avoided.

Describe clearly whether the **abstract** is clear and comprehensible in Croatian and English, but also the structure and form of the abstract, and describe briefly the content of the abstract and evaluate it in a few sentences.

Describe whether the **introduction and overview of previous research** are clearly written, the literature references correctly cited in the text, and the literature references relevant for the proposed subject of research. Briefly describe what the student stated in the explanation of why the field of the research is important and what has not yet been researched in what is covered by the Doctoral thesis. In a few sentences evaluate the introduction and the overview of previous research.

Clearly state the **hypothesis** (proposal) and give an opinion on whether it has been clearly and well written. Evaluate the hypothesis.

Clearly state the **aims (general and specific)** of the research and give an opinion on whether they have been clearly and well written. Evaluate the general and specific aims.

Briefly describe the **material, subjects, method and plan of the research** and give an opinion and evaluation of whether they serve to attain the general and specific aims of the research, are they clearly and well written, and, if amendments were proposed, state whether the student has accepted the proposals.

Describe the **expected scientific contribution of the proposed research** and evaluate the proposed scientific contribution.

State whether the **literature references** have been correctly cited and evaluate the appropriateness of the selected literature references.

Opinion and proposal: In this part, in no more than five sentences give a brief evaluation of the proposed subject as a whole. End this part with the following statement:
“The expert commission proposes that the proposed Doctoral thesis, corrected in the public debate procedure_____ be (accepted/rejected/sent for correction-supplementation) because the student has/has not taken all remarks into consideration.”

Proposal to amend or correct the title - state the new title in Croatian and English: The new, amended title should be given, if the title was amended during the public debate procedure on the proposed Doctoral thesis. This space shall remain empty if the proposed title was not amended.

Proposal for change of supervisor (TITLE, NAME AND SURNAME, INSTITUTION): This part is to be completed if there was a change in supervisor or another supervisor was added during the public debate procedure.

The selected Expert Commission for evaluation of the proposed Doctoral thesis: Give the title, name and surname and institution; each member of the commission must sign (only original signatures will be considered - scanned signatures will not be considered)

For the Ethical Committee: prof. dr. sc. Zdravka Poljaković, dr. med. (name and surname of the chairperson of the Ethical Committee) – signature to be collected by the School's professional service

Notes (as necessary): In this section the Expert Commission for evaluation of the proposed Doctoral thesis may add anything they deem to be necessary.