



## **The Quality Assurance System of the Doctoral School of Theology at Károli Gáspár Reformed University**

### **The Quality Assurance System of the University's Doctoral Schools**

Károli Gáspár University of the Reformed Church in Hungary operates a self-assessment-based quality assurance system and is developing it based on the EFQM and ESG models.

With regard to quality assurance for the University's doctoral programs, the University Doctoral and Habilitation Council establishes the principles and methods for ensuring the quality of doctoral education and degree conferral, taking into account the opinions of the faculty doctoral councils.

The University Doctoral and Habilitation Council, in cooperation with the disciplinary doctoral councils, continuously monitors the operations of the schools and programs and evaluates their work annually.

The Faculty of Theology has a Quality Assurance Committee.

### **Quality Policy of the Theology Doctoral and Habilitation Council**

The guiding principle of TDHC's quality policy is to raise and maintain high standards of education, ensure the proper regulation of processes, and increasingly meet the expectations of those who use the doctoral school's services and other stakeholders as it fulfils its mission.

### **Tasks of the TDHC**

- It develops educational programs related to specific subject areas. It defines the learning outcomes the programs are intended to achieve. It continuously monitors and regularly evaluates the effectiveness of the programs.
- It establishes the procedures and criteria for selecting thesis supervisors. It reviews the announcements of doctoral thesis topics and determines the subjects of the doctoral comprehensive examination.
- It ensures the quality of the teaching staff and an adequate supply of new talent.
- It ensures that research findings are incorporated into education.
- Every two years, it solicits doctoral students' opinions on teaching and programs through a questionnaire. It evaluates the results, provides feedback, and incorporates them into its operations.
- It monitors the progress and performance of doctoral students and regularly evaluates their work.
- Through the representative of the Doctoral Students' Union, who is a member of the TDHC/DSC, it maintains ongoing contact with the doctoral students.



- Each year, it prepares a self-evaluation report on the work of the doctoral school.
- It continuously monitors whether the personnel and material conditions for training and research are met.
- The processes of doctoral training are regulated from admission to the awarding of the degree. It ensures complete documentation of the processes.
- It ensures information and publicity. Defences and habilitation examinations are announced in advance on the University's website and in the Hungarian Doctoral Council's database. Doctoral proceedings are held in public.

### **Elements of the self-assessment report**

- 1, Changes compared to the previous academic year.
- 2, SWOT analysis (strengths, weaknesses, external constraints, opportunities)
- 3, Attachments

#### **A, Latest information about the doctoral program**

- Identification information for the doctoral school
- Head of the doctoral school
- Information on core members, thesis supervisors, and the teaching staff
- Student information for the academic year ...
- Topics (educational/training programs) within the doctoral school
- Courses offered in the doctoral program
- Other lectures announced during the reporting year (foreign visiting professors)
- Academic events organized or co-organized by the doctoral school
- Admission requirements (special) for the doctoral school for the academic year ..., and the principles for student selection
- The doctoral school's operating regulations

#### **B, Information on the doctoral program's operations to date**

- Student data
- Student presentations in the calendar year preceding the data submission
- Student participation in national and international conferences in ...
- Foreign visiting professors participating in the doctoral school's activities in ...
- Students participating in study abroad programs in ...
- Students accepted for study abroad programs in ...
- Academic events organized in previous years with the cooperation of the doctoral school

Budapest, September 2018.