

UNIVERSITY OF NATIONAL AND WORLD ECONOMY

REPORT

On the fulfillment of the individual study plan

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| Doctoral student’s name, surname and family name |  |
| Doctoral program |  |
| Department |  |
| Faculty |  |
| Form of education | Full-time / Part-time / Individual |
| Type of doctoral studies | State-subsidized / paid |
| Order for enrollment | № ............/........................ |
| Duration of training | from ........................ until ........................ |
| Scientific supervisor |  |
| Topic of the PhD thesis |  |
| Reporting period |  |

Report on the fulfillment of the working plan for the FIRST year of education

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| I. INSTRUCTION IN DOCTORAL SUBJECTS | | | | | |
| № | Subject | Form of instruction | Form of completion | Time limit of implementation | Credits |
| Block А. Subjects for the professional field  3………………………………………….. | | | | | |
| 1 | Name of the subject | Participated in a course of lectures in the period from ….. until ……….  or  Consulatations (tutorials)/individual self-study | The exam was taken on ………  with the grade ……….  The exam was not taken | Specify the period envisaged in the individual study plan | 10 |
| 2 | Name of the subject | Participated in a course of lectures in the period from ….. until ……….  or  Consulatations (tutorials)/individual self-study | The exam was taken on ………  with the grade ……….  The exam was not taken | Specify the period envisaged in the individual study plan | 10 |
| 3 | Name of the subject | Participated in a course of lectures in the period from ….. until ……….  or  Consulatations (tutorials)/individual self-study | The exam was taken on ………  with the grade ……….  The exam was not taken | Specify the period envisaged in the individual study plan | 10 |
| Total credits from subjects from Block А | | | | | 20/30 |

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| II. WORK ON PhD THESIS AND PUBLICATIONS | | | |
| № | Activity | Time limit of implementation | Credits |
| Block А. Research | | | |
| 1 | Exploratory research | Specify the period envisaged in the individual study plan | – |
| Activities performed under item 1 …………………………………………………………………… | | | |
| Block B. Publications | | | |
| 2 | Published research papers, articles, studies, chapters from books (in line with the minimal national requirements) | Specify the period envisaged in the individual study plan | min. 30 for the whole period |
| Activities performed under item 2 ……………………………………………………………………  \* Specify the type and topic of the publication, the name of the scientific journal, pages from/to | | | |

Report on the fulfillment of the working plan for the SECOND year of education

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| I. INSTRUCTION IN DOCTORAL SUBJECTS | | | | | | |
| № | Subject | Form of instruction | Form of completion | Time limit of implementation | | Credits |
| Block B. Subjects in the doctoral studies program | | | | | | |
| 1 | Name of the subject | Self-study | The exam was taken on ………  with the grade ……….  The exam was not taken | Specify the period envisaged in the individual study plan | 10 | |
| 2 | Name of the subject | Self-study | The exam was taken on ………  with the grade ……….  The exam was not taken | Specify the period envisaged in the individual study plan | 10 | |
| 3 | Name of the subject | Self-study | The exam was taken on ………  with the grade ……….  The exam was not taken | Specify the period envisaged in the individual study plan | 10 | |
| Total credits from subjects from Block B | | | | | 20/30 | |

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| II. WORK ON PhD THESIS AND PUBLICATIONS | | | |
| № | Activity | Time limit of implementation | Credits |
| Block А. Research | | | |
| 1 | Exploratory research | Specify the period envisaged in the individual study plan | – |
| Activities performed under item 1 …………………………………………………………………… | | | |
| 2 | Experimental, laboratory or other empirical research | Specify the period envisaged in the individual study plan | – |
| Activities performed under item 2 …………………………………………………………………… | | | |
| 3 | Prepartion of separate parts /sections/ of the PhD thesis | Specify the period envisaged in the individual study plan | – |
| Activities performed under item 3 …………………………………………………………………… | | | |
| Block B. Publications | | | |
| 4 | Published research papers, articles, studies, chapters from books (in line with the minimal national requirements) | Specify the period envisaged in the individual study plan | min. 30 for the whole period |
| Activities performed under item 4 ……………………………………………………………………   * Participation in conference/s on the topic: …….., organized by ……., date………..; * Participation in seminar/s on the topic: …….., organized by ……., date ………..; * Participation in project ……., financed by …………   \* Specify the type and topic of the publication, the name of the scientific journal, pages from/to | | | |

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| III. TEACHING, METHODOLOGICAL AND PEDAGOGICAL PREPARATION | | | | | | |
| № | Activity | Number of classes | | | Time limit of implementation | Credits |
| 1 | Delivered seminars |  | | | Specify the period envisaged in the individual study plan | – |
| Activities performed under item 1 ……………………………………………………………………  Delivered ….. classes in the subject ……… during …… semester of the academic ……/……. | | | | | | |
| 2 | Other forms of participation/contribution to instruction (tutorials, etc) | |  | Specify the period envisaged in the individual study plan | | – |
| Activities performed under item 2…………………………………………………………………… | | | | | | |

Report on the fulfillment of the working plan for the THIRD/FOURTH/FIFTH year of education

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| II. WORK ON PhD THESIS AND PUBLICATIONS | | | |
| № | Activity | Time limit of implementation | Credits |
| Block А. Research | | | |
| 1 | Experimental, laboratory or other empirical research | Specify the period envisaged in the individual study plan | – |
| Activities performed under item 1 …………………………………………………………………… | | | |
| 2 | Prepartion of separate parts /sections/ of the PhD thesis | Specify the period envisaged in the individual study plan | – |
| Activities performed under item 2 …………………………………………………………………… | | | |
| Block B. Publications | | | |
| 3 | Published research papers, articles, studies, chapters from books (in line with the minimal national requirements) | Specify the period envisaged in the individual study plan | min. 30 for the whole period |
| Activities performed under item 3 ……………………………………………………………………   * Participation in conference/s on the topic: …….., organized by ……., date ……………….; * Participation in seminar/s on the topic: …….., organized by ……., date …………………..; * Participation in project ……., financed by …………………………………………………..   \* Specify the type and topic of the publication, the name of the scientific journal, pages from/to | | | |

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| III. TEACHING, METHODOLOGICAL AND PEDAGOGICAL PREPARATION | | | | | | |
| № | Activity | Number of classes | | Time limit of implementation | | Credits |
| 1 | Провеждане на семинарни занятия |  | | Specify the period envisaged in the individual study plan | | – |
| Activities performed under item 1 ……………………………………………………………………  Delivered ….. classes in the subject ……… during …… semester of the academic ……/…………. | | | | | | |
| 2 | Other forms of participation/contribution to instruction (tutorials, etc) | |  | | Specify the period envisaged in the individual study plan | – |
| Activities performed under item 2 …………………………………………………………………… | | | | | | |

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| III. DEFENSE OF PhD THESIS | | | | |
| № | Activity | Launch of the PhD thesis defense procedure | Date of public defense | Credits |
| 1 | Defended PhD thesis | Discussion and decision of the departmental council № …/….. | ……… | 120 |

Attached to the report are the following materials as evidence:

1………………………………………………………………………………………  
 2………………………………………………………………………………………  
 3………………………………………………………………………………………

Opinion of the scientific supervisor:

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Recommendations of the scientific supervisor:

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Positive or negative assessment of the scientific supervisor:

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The scientific supervisor’s proposal to specify the individual study plan for the next training period:

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 …………………………………………………………………………………………  
 …………………………………………………………………………………………

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 …………………………………………………………………………………………

The proposal of the department carrying out the training with regard to a positive or negative annual appraisal:

…………………………………………………………………………………………

DOCTORAL STUDENT: SCIENTIFIC SUPERVISOR:  
 /signature/ /signature/

HEAD OF DEPARTMENT:  
 /signature/

NOTES

* Full-time doctoral students shall prepare quarterly reports on their work and present them to the head of the department at the end of March, June, September and December. Doctoral students get a positive or negative assessment of their work for the specific quarter.
* All doctoral students shall prepare annual reports on their work and present them to the head of the department in April. Doctoral students get a positive or negative assessment of their work for the respective academic year.
* Doctoral students shall prepare reports that should contain information only on the reporting period!
* Materials that have been presented at conferences or seminars but have not been published do not yield any credits. Credits are awarded only for materials published in scientific journals with an editorial board. It is necessary that the report contain the title of the scientific journal and the pages (from…to…) of the published material.
* The number of seminars that the doctoral student may deliver to students shall not exceed 60 academic classes for the whole period of doctoral studies.
* Pursuant to UNWE’s Rulebook for academic training, part three, in the cases when a doctoral student has failed to submit three quarterly reports and has been given two negative assessments in quarterly reports, or has failed to submit a quarterly report and has been given negative assessment within a single academic year under the individual study plan, the doctoral student shall be given a negative appraisal by the Faculty Council upon the proposal of the Departmental Council. A doctoral student shall be given a negative annual appraisal in case they have failed to submit their annual report.
* In the event of a negative annual appraisal, the Departmental Council may suggest that the doctoral student is regarded as having completed the studies without any right to defense of the PhD thesis.