



Finansē
Eiropas Savienība
NextGenerationEU



Nacionālais
attīstības plāns

REGULATIONS ON UNIVERSITY OF LATVIA AND BA SCHOOL OF BUSINESS AND FINANCE ACADEMIC CAREER GRANT COMPETITION FOR DOCTORAL STUDENTS AND DOCTORAL CANDIDATES

I. General Provisions

1. The Regulations on the University of Latvia and BA School of Business and Finance Academic Career Grant Competition for Doctoral Students and Doctoral Candidates (hereinafter - Regulations) prescribe the procedures by which the University of Latvia (hereinafter - UL) and the University of banks (hereinafter - BA, on the basis of Cabinet Regulation No. 721 of 5 December 2023 “Regulations for the implementation of 5.2.1.r. ‘Higher Education and Science Excellence and Governance Reform’ investment 5.2.1.1.i. ‘Research, Development and Consolidation Grants’ of the second round of ‘Consolidation and Governance Change Implementation Grants’ of the Latvian Recovery and Resilience Mechanism Plan, reform and investment track 5.2 ‘Ensuring a Change in the Governance Model of Higher Education Institutions’” (hereinafter - Cabinet Regulation), organise and implement the Open Competition for Academic Career DOCTORAL Grants (hereinafter - Competition), and administer the resources of the Recovery Fund and state budget allocated for financing Academic Career DOCTORAL Grants (hereinafter - projects). Academic career DOCTORAL grants shall be granted and administered within the framework of the jointly planned UL and BA project provided for in the Cabinet Regulations (hereinafter - project). The UL and BA shall jointly set up a Commission (hereinafter - Commission).

2. A doctoral grant is a targeted research funding to be obtained through an internal institutional competition, which aims at developing a dissertation for the acquisition of a doctoral degree and the growth of academic career.
3. Participation in the grant competition shall be open to the UL and BA doctoral students enrolled in doctoral study programmes and doctoral candidates to conduct scientific research work at UL and BA.
4. The UL and BA shall conduct the competition in accordance with their competence, the science sectors defined in the research strategies, with support for doctoral students and doctoral candidates in the social studies and humanities.
5. The total funding available for the competition is EUR 1 645056.00 (one million six hundred and forty-five thousand fifty-six *euro* 00 cents), which shall be used for project financing. The above funding is allocated as follows:
 - 5.1. The funding available to the BA for external consolidation with the University of Latvia is up to *EUR* 580608.00 (five hundred and eighty thousand six hundred and eight euro 00 cents) for 18 (eighteen) doctoral grants;
 - 5.2. The funding available to the UL for internal consolidation is up to *EUR* 1 064448.00 (one million sixty-four thousand four hundred and forty-eight euro 00 cents) for 33 (thirty-three) doctoral grants.
6. The activity to be supported referred to in Paragraph 19.2.1 of Cabinet Regulation shall include the involvement of doctoral students and doctoral candidates in studies or scientific research work in a higher education institution or scientific institute for at least 12 months, not exceeding 50 per cent of the full workload.
7. The costs for the implementation of a doctoral grant not related to economic activity include:
 - 7.1. research costs, including acquisition of materials necessary for research, protection of technology rights and outsourcing costs;
 - 7.2. training costs;
 - 7.3. costs of networking activities including mission expenses, conference participation fees and participation costs in information events, and publicity costs for research carried out within the scope of activities referred to in Paragraphs 19.2.1 and 19.2.2 of Cabinet Regulation.
8. The support for doctoral students and doctoral candidates in the project is intended to promote their academic activities in the UL and ensure that the academic career of the doctoral student and the doctoral candidate after participation in the project is certain.

9. The project applicant shall submit a completed project application form in accordance with the procedure and to the extent specified in Annex 1 "Project Application" to the Regulations (hereinafter - project application).
10. The deadline for submission of project applications is **5 May 2024** (hereinafter - deadline for project application submission).
11. The total duration of the project is until 31 May 2026.
12. The amount of funding per doctoral grant during the project implementation for 12 months is *EUR* 21 504.00 (twenty-one thousand five hundred and four *euro* 00 cents), comprising the cost of *EUR* 1 292.00 (one thousand two hundred and ninety-two *euro* 00 cents) per unit for the monthly salary (50% of full-time working load), including compulsory state social security contributions and other social guarantees specified in the laws and regulations of labour law and remuneration, and *EUR* 500.00 (five hundred *euro* 00 cents) per month for other implementation costs.
13. The UL and BA shall ensure that procurements necessary for the implementation of the activities to be supported as referred to in Paragraph 19 of Cabinet Regulations are performed as socially responsible procurements in accordance with the laws and regulations of the European Union and the Republic of Latvia regarding public procurements by implementing an open, transparent, non-discriminatory and competitive procedure.
14. The UL and BA shall announce the competition. The competition call must specify:
 - 14.1. the name of the competition;
 - 14.2. the funding of the competition;
 - 14.3. the project application submission deadline;
 - 14.4. the website containing the necessary information and documentation for submitting project applications.
15. A notification of the announcement of the UL and BA Academic Career Grant Competition for Doctoral Students and Doctoral Candidates, which includes the Regulations and their annexes, shall be published on the UL and BA websites.

II. Requirements for a Grant Applicant

16. A UL and BA doctoral student or doctoral candidate is eligible for the grant competition if, as a doctoral candidate, they have successfully completed a UL or BA doctoral study programme, and, as a doctoral student, they have successfully completed all the requirements and obligations foreseen in the doctoral study programme in accordance with the study plan for the specific study period.
17. Within the scope of the doctoral grant, the following deliverables shall be planned until the end of the doctoral grant:

- 17.1. original scientific articles published or accepted for publication in the *Web of Science* and/or *SCOPUS* and/or in journals indexed by *ERIH (European Reference Index of the Humanities)* categories *INT1* or *INT2*;
 - 17.2. conference materials developed and published in international and Latvian scientific journals or conference proceedings with an ISSN code, an international editorial board, international distribution, and which publish articles by scientists from different countries, as well as articles in journals indexed by *ERIH NAT* category (excluding indexed in *SCOPUS* and *Web of Science Core collection*);
 - 17.3. participation in scientific conferences with a report;
 - 17.4. a doctoral thesis conforming to the purpose of the doctoral grant and accepted for defence in accordance with the specified procedure,;
 - 17.5. technology rights – patent applications;
 - 17.6. other outcomes of the doctoral grant in conformity with the specific nature of the research and the tasks specified in the application for the doctoral grant which supplement the abovementioned.
18. The applicant for a doctoral grant undertakes to ensure the achievement of the following results referred to in Paragraph 17 of the Regulations by the end of the doctoral grant:
 - 18.1. for a BA doctoral student, at least two of the results referred to in paragraph 17 of the Regulations;
 - 18.2. for a UL doctoral student or a doctoral candidate, at least two of the results referred to in Paragraph 17 of the Regulations, including the result referred to in Paragraph 17.4 of the Regulations.
 19. The project is open to doctoral candidates and doctoral students who have fulfilled all the requirements of their current programme of study. If the doctoral student has been on an academic leave, the doctoral student shall resume their studies within 6 months of the grant award decision.
 20. The theme and the scientific adviser of the doctoral thesis shall be approved by the sectoral doctoral council (hereinafter - SDC). The SDC shall, if necessary, reapprove the theme and scientific adviser of the doctoral thesis of the doctoral candidate, evaluate the validity of the promotion examinations passed in previous years and decide on aligning them with the requirements of the examinations in the current year or retaking promotion examinations.
 21. The doctoral student or the doctoral candidate may not simultaneously be employed and receive remuneration in other projects in which it is prohibited by regulatory enactments of the Republic of Latvia or there is a risk of double financing.

22. If a doctoral student or a doctoral candidate obtains a doctoral degree during the period of receiving the grant and prior to the expiry of the term of the employment contract, the co-operation in the project shall continue until full fulfilment of the obligations of the employment contract of the parties, which are provided for in the employment contract with the recipient of the grant.

III. Application Procedure and Documents Required

23. A doctoral student or a doctoral candidate shall submit an application to the doctoral grant competition and other documents by 5 May 2024 (the last day of document submission) by sending one electronically signed document in the PDF format to the e-mail address doktoranturasgranti@lu.lv

23.1. An application for a doctoral grant (Annex 1 to the Regulations);

23.2. The work done and planned in the development of the doctoral thesis as approved by the SDC, with a quarterly schedule for the whole period of receiving the grant (Annex 2);

23.3. The grant application evaluation form (Annex 3);

23.4. A list of publications (over the last five years), indicating the database and adding copies of the full text of the publications. If the publication has not yet been published but has been accepted for publication, the publishing house should be indicated, accompanied by a certificate of acceptance by the publisher and a copy of the full text of the publication;

23.5. The current stage of completion of the doctoral thesis (doctoral students in the first semester should submit a detailed description of the topic of the doctoral thesis). The application should specify the planned type of work on the doctoral thesis, i.e. a thesis or a series of scientific publications or a scientific monograph;

23.6. A list of study courses previously conducted and student research work supervised by the doctoral student or the doctoral candidate;

23.7. A UL or BA certificate about a completed doctoral study programme (submitted only by doctoral candidates).

IV. Evaluation of Applications and Decisions

24. Within 5 (five) working days of receipt, applications shall be administratively examined by employees of the Study Development and Management Improvement Programme of the University of Latvia (hereinafter - SDMIP). If the application and the relevant documents have not been submitted by the deadline and in accordance with the requirements of the Regulations, the SDMIP shall reject the application and shall not forward it. The applicant shall not have the right to supplement, rectify or otherwise modify the previously submitted application and the attached documents.
25. The SDMIP shall inform the head of the UL or BA unit, that is, the Dean, the Director of the Institute in which doctoral students or a doctoral candidates are working and/or developing their doctoral theses, and their supervisors of applications conforming to the administrative requirements of the competition and submit them for evaluation to the respective UL or BA SDCs.
26. Within 7 (seven) working days, the UL or BA SDC shall evaluate the qualitative indicators of applications of doctoral students and doctoral candidates. For the assessment of the application of a doctoral student or doctoral candidate, the SDC shall invite a delegated representative of the head of the UL or BA unit, that is, the Dean, the Director of the Institute in which the doctoral student or the doctoral candidate is working and/or developing their doctoral thesis. The SDC and the head of the unit shall sign Annexes 1, 2 and 3 to the Regulations.
27. The SDC shall evaluate the application and award points according to the evaluation criteria for the grant applicants and the number of points to be obtained specified in the Regulations (Annex 4). The total score shall consist of the points given for the doctoral thesis and scientific publications - 80% of the total score, the points given for other criteria - 20% of the total score.
28. The SDC shall submit to the SDMIP signed applications of doctoral students and doctoral candidates with the appendices, together with an extract from the minutes of the SDC meeting substantiating the assessment and decision taken, as well as a list of grant applicants ranked by their scores from highest to lowest.
29. The SDMIP shall submit the competition documents received from the SDC for final decision to the Commission set up by the Rector's order.
30. The Commission consists of UL and BA prorectors, professors representing humanities, social, natural, medical and health, and physical sciences and representatives delegated by the SDMIP. The power of the Commission shall be valid for the duration of the implementation of the project.
31. The Commission shall be entitled to act if at least two thirds of its members participate in the meeting. The Commission shall take its decision by open vote by a simple majority; if there is

an equal distribution of votes, the Commission Chair shall have a casting vote. The representative of the SDMIP shall record the meetings of the Commission, which may take place remotely.

32. The Commission shall, within 7 (seven) working days, evaluate and take a final decision regarding the granting of grants to doctoral students or doctoral candidates.
33. The Commission support grant applicants in social sciences and humanities. If several applicants have the same score, the priority shall be given to the applicant with the highest number of publications indexed in *SCOPUS* and *Web of Science*, the number of citations of the publications and a higher level of completion of the doctoral thesis.
34. The results of the grant competition upon the proposal of the Commission and in agreement with the BA Rector shall be approved by an order of the UL Rector.

V. Procedure for the Submission and Examination of an Appeal

35. The grant applicant is entitled to submit a written appeal regarding the assessment obtained to the SDMIP within 5 (five) working days, and substantiate their opinion with explanation and evidence.
36. After the receipt of an appeal, the SDMIP shall refer the application to the Commission for examination within 5 working days. The Commission shall deliver an opinion on the facts, circumstances and considerations referred to in the appeal. The Commission shall examine the cases of appeal at a meeting chaired by a representative delegated by the UL and BA Council of Science. The Commission shall prepare its opinion and send it to the appellant at their indicated e-mail address within 5 (five) working days after the meeting.
37. If on examining an appeal, the Commission finds an error or irregularity, it shall take a new decision annulling the previous Commission decision and submit a proposal to the UL Rector to amend the order accordingly. The SDMIP shall inform the grantee of the grant award or rejection thereof.

VI. Reporting and Evaluation

38. Doctoral students or doctoral candidates who receive grants shall every six months provide a written report on the progress of academic and research work, including publications, as well the stage of completion of the doctoral thesis (Annex 5) to the SDMIP. The report shall be evaluated by the SDC in accordance with the evaluation criteria (Annex 4), with the SDC inviting, if necessary, a doctoral student or doctoral candidate and their scientific supervisor.

39. The SDC shall submit the reports of the grantees and an extract from the minutes of the SDC meeting with a decision regarding continuation or termination of the activities of the doctoral student or the doctoral candidate within the project to the SDMIP. If the SDC decides to terminate the participation of a grantee in the project, its decision shall specify a detailed justification for the termination of the project, with the SDC assuming responsibility for the return of the funds received by the project participant to the project.
40. The SDMIP shall submit extracts from the minutes of the SDC meeting with a decision regarding continuation or termination of the project activities of the doctoral student or the doctoral candidate to the Commission.
41. The Commission shall examine the submitted SDC proposals at the meeting and decide on the continuation or termination of the activities of the doctoral students or the doctoral candidates.
42. The Commission may decide to extend the agreement for a period of up to 18 months if the 12-month work obligations are fulfilled.
43. In the event of the termination of the activities, the Commission shall submit a proposal to the UL or BA Rector, as appropriate, for an order to terminate the activities of the doctoral student or the doctoral candidate and to reimburse the support received for the project.
44. A doctoral student or a doctoral candidate shall have the right to appeal against a decision taken by the Commission to suspend their activity in the project, and the Commission shall be obliged to examine it in accordance with the procedure described in Section V of the Regulations.
45. The Commission may propose to the doctoral student or doctoral candidate the reimbursement of the inefficient Project funding received to the UL in accordance with the terms of these Regulations and of the employment contract or amendment to the employment contract concluded for the Project.

VII. Final Provisions

46. The SDMIP sends a letter of grant award or rejection electronically to the e-mail address indicated in the grant application form of the doctoral student or the doctoral candidate.
47. Within one month after the approval of the competition results by an order of the UL Rector, the UL or BA shall agree with the supported doctoral student or doctoral candidate on the terms of employment under the project and conclude an appropriate contract of employment or amendments to the contract of employment.

APPLICATION
for University of Latvia and BA School of Business and Finance Academic Career Grant
Competition for Doctoral Students and Doctoral Candidates

Surname	Name
Email	Telephone No.
<i>This contact information will be used for communication within the selection process and for reporting results.</i>	
Declared Place of Residence	
Faculty/Institute/Department	
Title of Doctoral Thesis	
Doctoral Supervisor	Year of study (doctoral candidate)
Doctoral Study Programme	
Branch of Science	
Short Summary of Doctoral Thesis (maximum 1,200 words) (activities and results are presented in Annex 2)	
<i>A brief description including:</i>	
<ul style="list-style-type: none"> • research topicality (analysis of the current situation based on the latest scientific publications and data; the identified research problem or lack of knowledge; the novelty of the study and the expected contribution to science and/or industry); • the research aim and objectives (the definition of the main aim of the research and a maximum of three objectives explaining the main stages of the planned research); • a description of the scientific problem and the envisaged solution (the outline of the planned research, the chosen research methodology, the methods to be used to achieve the results); • main actions and activities; • planned results, including publications in Sopus/WoS and possible deadlines for their submission. 	
Description of the doctoral thesis development and deadlines for thesis completion (if applicable)	

Description of available or desirable co-financing (for information only)

I certify that I have not been and I am not currently employed and remunerated in other projects where this is prohibited by the laws and regulations of the Republic of Latvia, and that there is no risk of double funding in the event of the award of a doctoral grant.

Doctoral student / Doctoral candidate

_____/_____/ _____. _____. 20 ____
signature full name

Doctoral supervisor: I approve / I do not approve (underline as appropriate)

_____/_____/ _____. _____. 20 ____
signature full name

To be completed by the recipient

The documents received at the University of Latvia:

Application No. _____

_____. _____. 20 _____. _____. _____. 20 _____.
signature full name

Approved / Rejected (underline as appropriate)

at the meeting of the sectoral (_____) Doctoral Council

_____. _____. 20 _____. Protocol No. _____

_____/_____/ _____. _____. 20 ____

Signature of SDC Chair full name

_____/_____/ _____. _____. 20 ____

Signature of SDC Secretary full name

Head of UL or BA Unit: approved / not approved (underline as appropriate)

_____/_____/ _____. _____. 20 ____.
Position / signature full name

The University of Latvia and the BA School of Business and Finance will use the data provided in the application for administrative purposes only!

Regulations on UL and BA Academic Career Grant Competition for Doctoral Students and Doctoral Candidates

Work done and planned in the doctoral thesis (a quarterly schedule)

Research Stages	1st year of study ----/----				2nd year of study ----/----				3rd year of study ----/----				Doctoral candidate 2024/2025				Doctoral thesis submission for defense 2025/2026			
	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV
1.																				
2.																				
Milestones																				
1.																				
Thesis submission ...																				
Results																				
1.																				
2.																				

In the research schedule,

- 1) *provide the main stages of implementation of the planned research and indicate their planned implementation time by ticking the corresponding quarters in the time table (with X). According to the time planning of doctoral studies, QI comprises October, November, December, QII - January, February, March, QIII - April, May, June, QIV - July, August, September. Add or delete rows in the table as needed. Colour the stages of the development of the doctoral thesis that have already been completed in grey.*
- 2) *provide the key milestones for the planned research and specify the corresponding implementation quarter (with X). Milestones are control points in the implementation of the research that help keep track of progress. It is recommended to choose as milestones the end of activities or the achievement of results that are crucial for the launch of future activities. Such milestones may be essential for evaluating intermediate results in order to identify problems and make adjustments to the work plan;*

3) provide the research outcomes and specify the corresponding implementation quarter (with X). Define the results as measurable and verifiable outcomes or units that must be prepared to complete the research or any stage thereof. We recommend that the results include scientific publications, presentations at conferences, prepared parts of the doctoral thesis, etc.

Doctoral student / Doctoral candidate

_____/_____/ _____. _____. 20 ____
signature full name

Doctoral supervisor: I approve / I do not approve (underline as appropriate)

_____/_____/ _____. _____. 20 ____
signature full name

To be completed by the recipient

The documents received at the University of Latvia:

Application No. _____

_____. _____. 20 _____. _____. _____.
signature full name

Approved / Rejected (underline as appropriate)

at the meeting of the sectoral (_____) Doctoral Council

_____. _____. 20 _____. Protocol No. _____

_____/_____/____. _____. 20 ____

Signature of SDC Chair *full name*

_____/_____/____. _____. 20 ____

Signature of SDC Secretary *full name*

Head of UL or BA Unit: approved / not approved (underline as appropriate)

_____/_____/____. _____. 20 ____.

Position / signature *full name*

Grant tender application evaluation form

Applicant's Name, Surname	
Email	
Phone No.	
Doctoral Study Programme	
Year of commencement of doctoral studies / Year of doctoral study programme completion for doctoral candidates	Year of study:
Title of Doctoral Thesis	
Keywords for Doctoral Thesis	<i>(3-5 key words related to the topic of the doctoral thesis in Latvian and English)</i>

The SDC shall evaluate the application and award points according to the specified evaluation criteria for grant applicants and the number of points to be obtained (Annex 4).

CRITERIA	PERFORMANCE INDICATORS			
1. PUBLICATIONS AND PATENTS	Publications			
	Published		Submitted	
	To be filled in by the applicant (number)	SDC confirmed score	To be filled in by the applicant (number)	SDC confirmed score
<i>Only publications published and accepted for publication within the last five years are counted</i>				
1.1. A scientific monograph / article (part) in a collective monograph with the ISBN code published and reviewed by an academic publishing house				
1.2. A scientific article indexed in the <i>Web of Science</i> and/or <i>SCOPUS</i> databases and/or in journals indexed by <i>ERIH (European Reference Index of the Humanities)</i> categories <i>INT1</i> or <i>INT2</i>				

CRITERIA	PERFORMANCE INDICATORS		
1.3. A peer reviewed scientific article published in other international and Latvian scientific journals or conference proceedings with the ISSN code, an international editorial board, international distribution, and which publish articles by scientists from different countries, as well as articles in journals indexed by the <i>ERIH NAT</i> category			
1.4. Published patent			
1.4.1. Patent published in Latvia (application)	Number	Points	
1.4.2. International patent published (application)	Number	Points	
TOTAL (APPLICANT'S SCORE)			
TOTAL (SDC SCORE)			
2. DOCTORAL THESIS DEVELOPMENT (Please specify the type by underlining the appropriate: a thesis, a series of scientific articles, a scientific monograph)	Completion up to 60%: from 0 to 50 points according to the stage of completion Completion from 60% to 80%: from 60 to 75 points according to stage of completion Completion over 80% to 100%: from 80 to 100 points according to the stage of completion		
TOTAL (APPLICANT'S SCORE)	Points		
TOTAL (SDC SCORE)	Points		
TOTAL 1, 2 (SDC SCORE) *	Points		
* The scores obtained in the evaluation of scientific publications, patents (1) and doctoral thesis (2) represents 80% of the total score.			
3. PEDAGOGICAL WORK	To be filled in by the applicant	SDC confirmed score	
3.1. Advisor of student research	<i>number</i>	<i>points</i>	
3.2. Author of methodological publications	<i>number</i>	<i>points</i>	
3.3. Developed / taught study course	<i>number</i>	<i>points</i>	
TOTAL (APPLICANT'S SCORE)			
TOTAL (SDC SCORE)			
4. Other information:			
4.1. International mobility	<i>months</i>	<i>points</i>	
4.2. Participation in scientific conferences with a paper (for the last 5 years)	<i>number</i>	<i>points</i>	
TOTAL (APPLICANT'S SCORE)	<i>points</i>		
TOTAL (SDC SCORE)	<i>points</i>		
TOTAL IN POINTS 3, 4 (SDC SCORE) **	<i>points</i>		

**** The score obtained in the evaluation of pedagogical work (3) and other information (4) represents 20% of the total score.**

CRITERIA	PERFORMANCE INDICATORS
TOTAL SCORE (SDC SCORE)	1, 2 (80%) + 3, 4 (20%) =

I certify that the information contained in the application and the documents annexed to the application is complete and true!

I hereby declare that I do not object to entering into an employment relationship with the UL or BA.

Doctoral student / Doctoral candidate

_____/_____/ _____. _____. 20 ____
signature full name

Doctoral supervisor: I approve / I do not approve (underline as appropriate)

_____/_____/ _____. _____. 20 ____
signature full name

To be completed by the recipient

The documents received at the University of Latvia:

Application No. _____

_____. _____. 20 _____. _____/_____/_____
signature full name

Approved / Rejected (underline as appropriate)

at the meeting of the sectoral (_____) Doctoral Council

_____. _____. 20 _____. Protocol No. _____

_____/_____/ _____. _____. 20 ____

Signature of SDC Chair full name

_____/_____/ _____. _____. 20 ____

Signature of SDC Secretary full name

Head of UL or BA Unit: approved / not approved (underline as appropriate)

_____/_____/ _____. _____. 20 ____.

Position / signature

full name

Evaluation Criteria for Grant Applicants and Grantees and Maximum Scores

COMPETITION CRITERIA	SCORE	
1. PUBLICATIONS AND PATENTS: <u>Only</u> publications published and accepted for publication within the last five years are counted	Publications	
	Published (points per publication)	Submitted and accepted for publication (points per publication)
1.1. A scientific monograph / article (part) in a collective monograph with the ISBN code published and reviewed by an academic publishing house	20 points/12 points	18 points/10 points
1.2. A scientific article indexed in the <i>Web of Science</i> and/or <i>SCOPUS</i> databases and/or in journals indexed by <i>ERIH (European Reference Index of the Humanities)</i> categories <i>INT1</i> or <i>INT2</i>	20 points	18 points
1.3. A peer reviewed scientific article published in other international and Latvian scientific journals or conference proceedings with the ISSN code, an international editorial board, international distribution, and which publish articles by scientists from different countries, as well as articles in journals indexed by the <i>ERIH NAT</i> category	10 points	8 points
1.4. Published patent		
1.4.1. Patent published in Latvia (application)	5 points	
1.4.2. International patent published (application)	15 points	
2. DOCTORAL THESIS DEVELOPMENT Thesis, series of scientific articles, scientific monograph (underline as appropriate)	Completion up to 60%: from 0 to 50 points according to the stage of completion Completion from 60% to 80%: from 60 to 75 points according to stage of completion Completion over 80% to 100%: from 80 to 100 points according to the stage of completion	

COMPETITION CRITERIA		SCORE
3. PEDAGOGICAL WORK		
3.1. Advisor of student research	3 points × number of works	Maximum score: 9
3.2. Author of methodological publications	5 points × number of publications	
3.3. Developed / taught study course	15 points	
4. OTHER INFORMATION:		
4.1. Mobility for 1-2 months	10 points	
4.2. Mobility for 3-6 months	20 points	
4.3. Participation in scientific conferences with a paper (for the last 5 years)	3 points for each presented paper	

**DOCTORAL STUDENT'S OR DOCTORAL CANDIDATE'S PERFORMANCE
REPORT**

for the time period from ____ . ____ . 20 __ to ____ . ____ . 20 __ (6 months)

1st year doctoral student <input type="checkbox"/>				
2nd year doctoral student <input type="checkbox"/>				
3rd year doctoral student <input type="checkbox"/>				
Doctoral candidate <input type="checkbox"/>				
Name, Surname				
Title of Doctoral Thesis				
Doctoral Supervisor				
Branch of Science				
Keywords for Doctoral thesis	<i>(3-5 key words related to the topic of the doctoral thesis in Latvian and English)</i>			
CRITERIA	PERFORMANCE INDICATORS			
1. PUBLICATIONS AND PATENTS	Publications			
	Published		Submitted	
	To be filled in by the applicant (number)	SDC confirmed score	To be filled in by the applicant (number)	SDC confirmed score
1.1. A scientific monograph / article (part) in a collective monograph with the ISBN code published and reviewed by an academic publishing house				
1.2. A scientific article indexed in the <i>Web of Science</i> and/or <i>SCOPUS</i> databases and/or in journals indexed by <i>ERIH (European Reference Index of the Humanities)</i> categories <i>INT1</i> or <i>INT2</i>				
1.3. A peer reviewed scientific article published in other international and Latvian scientific journals or conference proceedings with the ISSN code, an international editorial board, international distribution, and which publish articles by scientists from different countries, as well as articles in journals indexed by the <i>ERIH NAT</i> category				

1.4. Published patent			
1.4.1. Patent published in Latvia (application)	<i>number</i>	<i>points</i>	
1.4.2. International patent published (application)	<i>number</i>	<i>points</i>	
TOTAL (GRANTEE'S SCORE)			
TOTAL (SDC SCORE)			
2. DOCTORAL THESIS DEVELOPMENT (Please specify the type by underlining the appropriate: a thesis, a series of scientific articles, a scientific monograph)		Completion up to 60%: from 0 to 50 points according to the stage of completion Completion from 60% to 80%: from 60 to 75 points according to stage of completion Completion over 80% to 100%: from 80 to 100 points according to the stage of completion	
TOTAL (GRANTEE'S SCORE)		<i>Points</i>	
TOTAL (SDC SCORE)		<i>Points</i>	
TOTAL 1, 2 (SDC SCORE) *		<i>Points</i>	
* The scores obtained in the evaluation of scientific publications, patents (1) and doctoral thesis (2) represents 80% of the total score.			
3. PEDAGOGICAL WORK		To be filled in by the applicant	SDC confirmed score
3.1. Advisor of student research		<i>number</i>	<i>points</i>
3.2. Author of methodological publications		<i>number</i>	<i>points</i>
3.3. Developed / taught study course		<i>number</i>	<i>points</i>
TOTAL (GRANTEE'S SCORE)			
TOTAL (COMMISSION SCORE)			
4. Other information:			
4.1. International mobility		<i>months</i>	<i>points</i>
4.3. Participation in scientific conferences with a paper (for the last 5 years)		<i>number</i>	<i>points</i>
TOTAL (GRANTEE'S SCORE)		<i>points</i>	
TOTAL (SDC SCORE)		<i>points</i>	
TOTAL IN POINTS 3, 4 (SDC SCORE)**		<i>points</i>	
** The score obtained in the evaluation of pedagogical work (3) and other information (4) represents 20% of the total score.			
TOTAL SCORE (SDC SCORE)		1, 2 (80%) + 3, 4 (20%) =	

The report must be supplemented by the following:

1. Copies of the full text of the publications referred to in point 1 of the report. If a publication has not yet been published but has been accepted for publication, please attach the publisher's confirmation of acceptance for publication and a copy of the full text of the publication.

2. the doctoral thesis at its current stage of completion, with the indication of the type of the doctoral thesis as either a doctoral thesis, or a series of scientific publications, or a scientific monograph;
3. a list of the supervised student research works, the titles of the developed, taught study courses, the title of a developed methodological tool;
4. the place, time and purpose of a mobility or mission accompanied by a certificate;
5. participation in a conference, indicating the place, time, title of the conference, type of participation and topic of the presentation accompanied by a certificate.
6. information on other types of research work or activities with supporting documents, printouts of programmes, etc.

I certify that the information provided is complete and true!

Doctoral student / Doctoral candidate

_____/_____/ ____ . ____ . 20 ____
signature full name

Doctoral supervisor: I approve / I do not approve (underline as appropriate)

_____/_____/ ____ . ____ . 20 ____
signature full name

Approved / Rejected (underline as appropriate)	
at the meeting of the sectoral (_____) Doctoral Council	
____ . ____ . 20 ____ . Protocol No. _____	
_____/_____/ ____ . ____ . 20 ____	
<i>Signature of SDC Chair</i>	<i>full name</i>
_____/_____/ ____ . ____ . 20 ____	
<i>Signature of SDC Secretary</i>	<i>full name</i>