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**UNIVERSITY "ALEKSANDËR MOISIU" DURRËS**

**FACULTY OF POLITICAL AND PUBLIC LAW**

**Regulation of the "Doctorate" program**

**IN**

**PUBLIC LAW**

**Durres 2023**

**CHAPTER I**

**GENERAL PROVISIONS**

**Article 1**

**Legal basis**

The Internal Regulation of the study of the Third Cycle of the Doctorate in Public Law has been drawn up, based on:

* Law 80/2015 "On "Higher Education and Scientific Research in Higher Education Institutions in the Republic of Albania"
* Instruction no. 31, dated 29.12.2017 "On determining the criteria, documentation and procedures for opening, reorganizing and closing study programs in higher education institutions".
* Order no. 136, dated 21.03.2011 "On the approval of the state quality standards for the evaluation and accreditation of third cycle study programs of higher education institutions".
* Instruction no. 1, dated 14.01.2019 "On the documentation and procedures for the opening, reorganization and closure of the Higher Education Institution, their branches, Main Units and study programs, as well as for the separation of higher education institutions".
* Decision of Council of Ministers No. 41, dated 24.01.2018, "On the elements of study programs offered by Higher Education Institutions", amended.
* UAMD Statute.
* UAMD regulation.
* Code of Ethics in Scientific Research and Doctoral Studies.
* Decision of Council of Ministers no. 418, dated 10.5.2017 "On the standards, criteria and procedures for the opening, reorganization, division, merger or closure of higher education institutions and their branches".
* Cooperation agreement for the development of a doctoral program (double degree) between University of Rome, Tor Vergata and "Aleksandër Moisiu" Durrës University.
* VKM No. 112, dated 23.02.2018 "On determining the criteria for obtaining the scientific degree "Doctor" and the state standards for obtaining the academic titles "Associate Professor" and "Professor", amended.
* Instruction no. 7, dated 31.03.2021, "For some changes in Instruction no. 1 date 14.01.2019 "On the documentation and procedures for the opening, reorganization and closure of the Higher Education Institution, their branches, Main Units and study programs, as well as for the division of higher education institutions".
* VKM No. 185, dated 25.03.2021, "On some changes and additions to VKM No. 41, dated 24.01.2018, "On the elements of study programs offered by Higher Education Institutions", as amended".

**Article 2**

**Object of the regulation**

The Internal Regulation of the studies of the Third Cycle "Doctorate" in Public Law aims to establish the normative rules for the functioning of the Doctorate in this field and the creation of relations between the subjects participating in the activity of the Doctorate. The regulation defines the mission, the internal structure and the methodology of operation of the Doctorate in this field, the rights and obligations of the governing bodies, academic and administrative personnel, students, external collaborators, the relationships between them, the rules for the admission of students, research, practice, evaluation, graduation, publications, for the creation and administration of income, the recruitment of personnel and provides for sanctions in cases of violation of the regulation.

**Article 3**

**Purpose of the regulation**

The purpose of this regulation is to determine the internal regulatory and procedural framework, the ways and the requirements that must be met for the inclusion of academic and support staff for the development of studies in the third cycle of "Doctoral" studies at the Faculty of Political and PUBLIC LAW. The provisions of this regulation derive from and are in accordance with the obligations, rights, conditions and procedures that are foreseen in the legal and sub-legal framework, in force, on the basis of which the doctoral studies must be carried out.

**Article 4**

**Subjects**

The subjects of this regulation are the governing bodies of the "Aleksandër Moisiu" University, Durrës, the Faculty of Political-Public Law and its structures, the full-time academic staff and the part-time activated staff in this Faculty, the academic and administrative support staff at the "Aleksandër Moisiu" University, Durres, the Permanent Commission for monitoring the third-cycle "Doctorate" study program at the Faculty of Political-PUBLIC LAW, students and cooperation the external ones who have the right and can be activated in the realization of the "Doctorate" study programs.

**Article 5**

**The status of "Doctorate" studies in PUBLIC LAW**

The Doctorate in Public Law study program is part of the Third Cycle of Studies at the Faculty of Political-PUBLIC LAW.

**Article 6**

**The mission of "Doctorate" studies in PUBLIC LAW**

The mission of studies in the third cycle "Doctorate" in Public Law is the qualification, education and preparation of independent researchers at a high level, in accordance with known scientific and ethical principles. Through in-depth and advanced studies in theory and scientific research in the fields of PUBLIC LAW, these studies aim to develop the skills of candidates for scientific research and other jobs that require high and in-depth professional and scientific training. They help in the development of analytical thinking, judgment and in-depth analysis of phenomena that are the object of scientific research in the relevant field.

**Article 7**

**Presentation of projects for scientific research in the study programs of the third cycle "Doctorate"**

1. Each year in November, every member of the Faculty of Political-Public Law who holds the academic title of the "Professor" category, in accordance with the approved fields and programs of scientific research, has the right to submit to the Department of Justice for competition one or more scientific research projects, which will be part of the study program for the Doctorate. In the project document, the number of doctoral students who can be involved in the realization of this research project should be determined.
2. The Department of Justice, by decision, selects the scientific research projects for the Doctorate programs that will be presented to compete. In cases where the project is drawn up at the request of a third party, which also guarantees its financing, the Department of Justice decides on the inclusion of this project as part of the Doctorate program, referring to the same requirements as in other cases. The project must be compatible and part of the problems, issues and objectives foreseen in the areas and programs approved for scientific research. Such a project is subject to review procedures and is approved as a doctoral research project,
3. The approved projects are forwarded to the Dean's Office of the Faculty of Political Science and Lawto continue further procedures for competition.
4. The research projects that win and qualify as successful projects for Doctorate study programs, together with the number of students that can be involved in the realization of these projects, are announced in the premises of the Faculty of Political-PUBLIC LAW, and on the official website of UAMD.

**Article 8**

**Principles**

The Doctorate in Public Law conducts its activity based on the principles of academic freedom, institutional autonomy and quality.

1. *Academic freedom* means the freedom of academic staff, students in the pursuit of knowledge in any direction and wherever it leads them, without any influence, in any process and activity they carry out. It is seen as a prerequisite for critical, creative thinking as well as for the advancement of knowledge and intellectual research.
2. *Institutional autonomy* refers to the degree of self-regulation and independence, according to which:
	1. approves the development strategy itself;
	2. approves the curricula itself;
	3. set up councils and commissions for the realization of its mission;
	4. has the right to use the buildings and other assets given by "Aleksandër Moisiu" Durrës University or different donors according to the legislation in force.
3. *The principle of quality* it means the implementation of academic, research, management, infrastructure standards both in terms of requirements and expectations, and the ethical code, which must be met to achieve the ideal of excellence. The implementation of the quality principle means the realization of internal evaluation, self-evaluation, external evaluation and accreditation, aiming at the improvement, change, progress and official recognition of the quality of the Doctorate in PUBLIC LAW.

**CHAPTER II**

**MANAGEMENT AND ORGANIZATION OF THE DOCTORATE IN PUBLIC LAW**

**Article 9**

**Authorities and bodies responsible for the organization and development of doctoral studies in PUBLIC LAW**

The Doctorate in Public Law is developed under the responsibility of the governing bodies:

1. Dean of the Faculty of Political and PUBLIC LAW
2. Head of the Justice Department
3. Study Program Coordinator of Doctorate in PUBLIC LAW
4. Scientific Director
5. Teaching Assistant for the third cycle of studies
6. Applicant Evaluation Committee.
7. Commission for the Periodic Evaluation of the progress of the individual Doctorate program
8. Permanent Commission for the awarding of the scientific degree "Doctor".

**Article 10**

**The main unit (Faculty of Political and PUBLIC LAW)**

1. The Dean of the Faculty has the following duties:
2. Examines and approves within ten days from the moment of submission, the list of projects that will compete as scientific research projects for third-cycle "Doctorate" studies drawn up and approved in the Department. After verifying their compatibility with the Scientific Research Programs approved as part of the Faculty's Scientific Research Plan, forward the list of projects, together with the relevant documentation for each of the proposed projects, to the relevant structures for further approval.
3. Approves, within 5 days, the list of candidates selected to enroll in Doctorate studies and forwards it for further procedures.
4. Submit within 5 days to the department for review the dissertation presented by the doctoral students.
5. Approves, with the proposal of the head of the relevant Department and the Coordinator of the "Doctorate" study program, the date, place and time for the final, public defense of the topic of scientific research presented for obtaining the scientific degree "Doctor".

**Article 11**

**Head of the Department**

1. The Head of the Department is the leading authority of studies in the third cycle according to the profile, which is developed in accordance with and implementation of the Doctorate program in Public Law and is responsible for fulfilling the mission of this study program as follows:
2. In cooperation with the coordinator, initiates, organizes and directs the work on the drafting of the Regulations for the Studies of the third cycle Doctorate, and forwards it to the Dean's Office for approval.
3. Undertakes the initiative for its review and forwards it to the Academic Senate for approval.
4. It is responsible for the smooth running of the study program, for the design of the teaching plan, teaching programs and activities for scientific research in order to enable the student to successfully complete the study program.
5. Directs the work of the Department by coordinating it with the teaching/scientific research groups for the design and approval in the Department of scientific research projects where the individual scientific research projects of doctoral students will be implemented.
6. Directs the selection process of students who will complete studies in the third cycle Doctorate.

 For this:

1. In accordance with the results of the competition of research projects for the Doctorate, draws up the list of winning projects.
2. Forwards to the Dean the list of winning projects and the number of doctoral students who can be registered in the relevant academic year, to announce the call for applications.
3. Calls official meeting of the department to determine the list of documents that must be contained in the file of the applicant competing to be admitted to the third cycle "Doctorate" studies.
4. Establishes the Commission for examining the requests of candidates for registration in the third cycle "Doctorate" studies, whose composition is:
	* Head of the Basic Unit
	* Coordinator of the Doctorate in Public Law program
	* Scientific leaders of Doctorate projects.
5. Leads the work of the Committee for the Selection of Candidates, who will be enrolled in the third cycle "Doctorate" studies.
6. Forwards to the Dean for approval the list of applicants according to the ranking of the Evaluation Committee in the relevant academic year.
7. In collaboration with the scientific leader/supervisor and in accordance with the research program and project:
8. Draws up the individual plan for training the doctoral student for the acquisition of in-depth scientific knowledge in the discipline/disciplines related to the scientific research project and for the acquisition of the research methodology, necessary to carry out independent creative activities, and notifies the coordinator.
9. Organizes the development of the process for the implementation of the individual training plan, part of which must also be the engagement of the student in the teaching process, except in cases where it is decided otherwise.
10. Organizes the control process for the periodic evaluation of the progress of the scientific research carried out in the framework of the research project for the Doctorate.
11. Designs the structure of studies when deemed necessary.
12. The Head of the Department, after finding the file complete, in accordance with the legal and by-laws in force, forwards to the Permanent Committee for the awarding of the scientific degree "Doctor", the request for sending the candidate's file together with an explanatory report (where the discussions, remarks and suggestions of the open meeting are reflected).
13. Proposes to the Permanent Committee for the awarding of the scientific degree "Doctor", the committee for the final defense of the dissertation, according to the relationship of the person in charge of the study program.
14. Proposes to the Dean of the Faculty of Political Science and Law the date, time and place of the defense of the Doctoral dissertation.
15. In cooperation with the Coordinator of the Doctorate program, he prepares the annual report on the progress of this program and submits it for review and analysis to the Permanent Commission for the awarding of the scientific degree "Doctor".
16. Takes into account and examines the special requirements of the Doctoral student.

**Article 12**

**Study program Coordinator Doctorate in PUBLIC LAW**

The Dean's office chooses by open vote one of the members of the full-time academic staff of the "Professor" category, who propose themselves, in the capacity of Coordinator of the Doctorate in Public Law study program.

The Program Coordinator has the following duties:

1. It works in function of the Study Program.
2. It is the point of contact with Tor Vergata University and follows and monitors all the necessary procedures for the development of the study program in function of the double degree.
3. Follows all issues related to the planning and implementation of the research program and the engagement of qualified academic personnel in the scientific field of this program.
4. Coordinates the work for the selection of doctoral students and organizes the competition for the selection of new doctoral students.
5. Serves as a liaison between Doctorate students, Head of Department and academic staff.
6. Maintains constant contact with all stakeholders in the process for the progress of the work.
7. On the basis of the criteria defined for the admission of candidates and on the basis of the requirements of the legal and by-laws in force, he prepares the list and templates of the documents that the candidates must submit to be admitted to the Doctorate in Public Law program, which he conveys to the Head of the Department as well as for the Dean's information.
8. It follows the realization of the structure of doctoral studies.
9. Follows the realization of the doctoral student's research plans.
10. Organizes the work for periodic presentations of the doctoral student's research work.
11. It is expressed for the procedural progress of the doctoral student and the fulfillment of his obligations for the final defense.
12. Organizes the internal evaluation of the Doctorate.
13. The program coordinator is replaced/changed by the proposal of the Basic Unit, the Dean and by open vote of the Dean.

**Article 13**

**Scientific Director**

1. The Scientific Director, is the drafter of the scientific research project that has won in the competition, of projects presented for competition and which are projects that serve to carry out the studies of the third cycle, Doctorate.
2. The right to the scientific direction of a Doctorate project cannot be transferred or alienated, except in cases where:
3. The scientific director loses the ability to carry out scientific research work for a period exceeding one academic year or forever, proven by a medical report.
4. Declare the irrevocable resignation from the direction of the scientific research project.
5. Dies.
6. The student's scientific supervisor is responsible for guiding, advising, assessing the student's needs, as well as for developing and monitoring the progress of the student's research work. He holds the academic title "Professor" or "Associate Professor".
7. Scientific managers work to update their knowledge and skills, based on institutional agreements, with the aim of enabling exchanges of best practices and giving advice on effective student support.
8. The Scientific Director presents scientific research projects in areas closely related to the study program in the Doctorate in Public Law and its mission. Doctoral students compete according to these projects.
9. At the end of each academic year, the scientific leader approves the report of the activities carried out by the doctoral students in accordance with this regulation and submits it for approval to the Periodic Evaluation Committee.
10. Meetings between supervisors and doctoral students are documented, especially during the review of progress reports.
11. The scientific director, in cooperation with the Head of the Department and the doctoral student, designs the program and the individual plan of studies in the third cycle "Doctorate", for the student he leads. In accordance with this plan, the scientific leader:
	1. Draws up the detailed program for the compulsory in-depth theoretical qualification for the student who has agreed to lead.
	2. Formulates the main hypotheses of scientific research that will be charged to the student to verify.
	3. Orients, assists and collaborates with the student to design the research methodology, conceptual research model, methods and instruments to be used.
	4. Approves the annual work plan, detailed in quarters, which is drawn up by the doctoral student.
	5. Continuously follows the work process for the realization of the individual program.
	6. At the end of each academic year, examines and approves the report of the activities carried out by the doctoral student.
	7. It evaluates the achievements in the work for the realization of the individual program.
	8. Based on the evaluation of the work and the results achieved, it submits to the Periodic Evaluation Committee of the Department the request to postpone the study period of the third cycle beyond the normal time of 3 years.
12. Examines and approves the results achieved at the end of the scientific research project and submits to the Head of the Department and the Head of the Doctorate program, the request for the initiation of the procedures for the final defense.

**Article 14**

**Academic staff and scientific teaching/research groups available for the Doctorate in PUBLIC LAW**

1. The academic staff consists of full-time and part-time academic staff involved in the Doctorate studies program, ready to respond to the scientific research projects, fields and priorities.

2. The academic staff is organized in scientific research teaching groups, which coordinate their work with the scientific research projects of the relevant Department, where the scientific research work of doctoral students will be carried out.

3. The number of students guided simultaneously by a scientific leader is determined in accordance with the guidelines and Decision of Council of Ministers in force.

4. Foreign academic personnel are admitted on the basis of bilateral agreements. The invited academic staff is proposed by the dean's office and approved by the senate.

5. The rights and responsibilities of the academic staff, in addition to those provided for in other legal acts, the staff included in this study program have the right:

a. To use all the facilities and equipment of the institution for activities for the benefit of the Doctorate program.

b. To participate in various commissions and activities of the Doctorate program.

g. To carry out the curriculum according to the predetermined requirements.

h. To create a climate of cooperation with students and colleagues.

**Article 15**

**Teaching assistant for the third cycle of studies**

* + - 1. The teaching assistant for the third cycle "Doctorate" studies is the staff of the teaching secretariat of the Faculty and the staff of the UAMD Law Clinic. For the performance of his duties he cooperates with the person in charge of the Doctorate program.
			2. Teaching assistant for the third cycle "Doctorate" studies:
1. Accepts and administers requests for competition for the right to study in the third cycle "Doctorate".
2. Registers competing candidates.
3. Prepares the list with the files of the candidates competing for the right to study in the third cycle "Doctorate" and submits the files, with minutes, accompanied by each of them with the list of the materials they contain, to the person in charge of the relevant Basic Unit.
4. Assists, in the capacity of the protocol holder, the meeting of the Commission for evaluating applications, set up in the Department, for registration in Doctorate studies, according to a time plan drawn up by the Dean of the faculty.
5. Prepares and multiplies the documentation, records, letters and other teaching materials necessary for the development of the Doctorate program.
6. Displays the results of the competition for Doctorate studies.
7. Draws up and maintains the register of students completing their studies in the third "Doctorate" cycle.
8. Receives and distributes correspondence and other materials that arrive at the address of the Doctorate Program Managers.
9. Receives requests and complaints from Doctorate candidates and/or students and sends them for consideration to the body to which they are addressed.
10. Archives the documentation related to the Doctorate programs that take place in the Department.
11. Announces and displays information about the progress of the work and various activities of the Doctorate program.
12. Take measures for the preservation and protection of the documentation that reflects the work done in the studies of the third cycle "Doctorate", from various risks such as fire, water, damage, misuse, etc.

**Article 16**

**Commission for the Periodic Evaluation of the progress of the individual Doctorate program**

1. No later than one month after the approval of the list of candidates who register to study in the third cycle "Doctorate", the Head of the Basic Unit, by decision, orders the start of the work of the Commission for the Periodic Evaluation of the progress of the individual study programs in this cycle. The commission is special for every Doctorate student and includes:
2. Head of the Basic Unit
3. Scientific leader (having no right to vote)
4. Professors of similar fields determined by the Head of the Department.
5. The committee organizes meetings with the doctoral student periodically and listens, evaluates and approves:
6. The methodology designed for conducting the scientific research provided for in the scientific research project.
7. Partial results of scientific research.
8. Annual reports drawn up by the scientific leader.
9. The Commission decides on the further progress of the work to achieve the scientific objectives and expectations provided in the scientific research project document. The commission's decision may be:
10. Approval of the completed work and continuation of scientific research according to the approved plan and the procedures defined in the Doctorate Regulations.
11. Disapproval of the achieved results and formulation of recommendations for the work that must be done to achieve the objectives defined in the project document.
12. Acceptance of the request of the scientific leader for the postponement of the deadline for the completion of the Doctorate thesis.
13. At the request of the scientific leader, the Commission organizes the presentation of the final results of the research project in an open meeting, in which all full-time and part-time members of the department are invited to participate.
14. Examines complaints and disputes between the scientific director and the doctoral student, as well as intervenes in their resolution. When he deems it necessary and effective in such cases, he also consults with the dean of the faculty. When he finds it impossible to implement the project, at the request of one of the parties (the student or the scientific supervisor), he takes measures to replace the scientific supervisor.

Regarding this decision, the student can appeal to the Commission for the awarding of the scientific degree "Doctor". In such a case, this committee can return it for review to the Department, which makes a final and non-appealable decision.

1. Examines requests for postponement of the deadline for completing the study cycle.

**Article 17**

**The Permanent Committee for awarding the scientific degree "Doctor"**

1. The Permanent committee for awarding the scientific degree "Doctor" is elected according to the provisions expressed in the legislation and the statute of the UAMD.
2. In cooperation with the Dean of the Faculty, the Coordinator of the program and the Head of the Department, the Permanent Committee for the awarding of the scientific degree "Doctor":
3. monitors the selection process of candidates who apply to be registered in the third cycle "Doctorate" studies,
4. monitors the implementation of the individual plan for the professional and in-depth theoretical training of Doctorate students,
5. monitors the implementation of the individual scientific research program,
6. monitors the selection process of doctoral students.
7. The Committee analyzes the progress of the Doctorate program through the examination of the annual report on the progress of this program, prepared by the Head of the Department and the Coordinator of the Doctorate program in the Basic Unit.
8. The Committee, according to the proposal of the department, sets up the Dissertation Evaluation Committee (Jury) and determines the opponents.
9. The Committee, analyzing the report of the Dissertation Evaluation Committee (Jury), takes the final decision on the awarding of the scientific degree "Doctor" and forwards it to the Dean for further actions.
10. When requested, the Committee examines and expresses in the form of a recommendation on requests regarding complaints and disputes between the scientific supervisor and the doctoral student.

**Article 18**

**Structure of studies**

1. The academic year begins the first week of October and ends on September 30 of the following year.
2. The Doctorate Program in Public Law has a duration of not less than 3 academic years and not more than 5 academic years and is conducted full-time.
3. Postponement of the duration is done at the request of the doctoral student, where the scientific director has expressed his confirmation. The request is reviewed by the periodic evaluation committee and approved by the Dean of the Faculty.
4. In cases where the doctoral student is employed as an academic, scientific research staff in another institution of higher education, basic or applied research, the Doctorate in Public Law study program takes place over an extended period of time.
5. Students who are employed and involved in research activities at public or private entities, after enrolling in doctoral study programs in PUBLIC LAW, may request to develop part of their research activity at the workplace or specialization, according to a plan defined and approved by the Head of the Department. Before the decision on this form of study is made, the doctoral student must submit:
6. The request for pursuing studies in this way.
7. Approval by the student's scientific leader, for the development of a part of the activity near the workplace or specialization, after having previously examined the possibility of carrying out this process.
8. Verification of the work center or the institution where the specialization is carried out that agrees to this research process on the part of the student.

The Head of the Department issues a decision on the approval or not of this request within 10 days from the request. The person in charge of the "Doctorate" study program notifies MASR of the number of students who have been approved to continue studying the Doctorate program with an extended period of time.

**Article 19**

**Procedures for the organization of the Doctoral Study Program in PUBLIC LAW**

The Doctorate in Public Law study program is part of the third cycle of studies at the Basic Law Unit in the Faculty of Political Science and Lawand in fulfillment of the mission, the relevant structures organize:

1. At the beginning of the academic year, the department under the direction of the Head of the Department and with the assistance of the coordinator of the study program organizes the work for the design of the scientific research areas of the Doctorate in Public Law study program. Scientific research areas can also be proposed by teaching/scientific research groups.
2. In a special meeting, within the month of November, the Department discusses and approves the scientific research areas, which it considers more suitable for the realization of doctorates in PUBLIC LAW. The approved scientific research fields must respond to the mission of the Doctorate study program, the respective fields and its scientific research objectives. After approval, the scientific research fields are forwarded for further review and approval to other governing structures and bodies as determined by the legal and by-laws in force.
3. The academic staff belonging to the "Professor" category, within a period of 2 weeks from the day of final approval and announcement of the scientific research areas approved according to point b of this article, submit in a written form to the Department the idea/s to carry out scientific research projects. These projects serve the individual scientific research projects of doctoral students in PUBLIC LAW. Each member of the "Professor" category can submit more than one idea project.
4. In a special meeting, the Department examines the draft ideas proposed in point c of this article and approves the draft ideas considered most appropriate in fulfilling the scientific research areas approved under point b of this article. The number of project ideas must match the number of Doctorate quotas approved for each academic year.
5. Project ideas approved according to point d of this article become part of the application criteria in the Doctorate study program.
6. Applicants in the Doctorate study program, as part of their application, prepare the proposal for an individual scientific research project by selecting from the project ideas approved according to point d of this article, according to the format approved in this regulation.
7. After the deadline set for the applications, the application files are forwarded with minutes to the commission for reviewing and evaluating the applications of the candidates for the third cycle Doctorate study program, called the Commission for the Evaluation of Applications. This commission consists of:
	* 1. Head of the Basic Unit
		2. Coordinator of the study program in the third cycle "Doctorate"
		3. Scientific leaders
8. The Commission for the Evaluation of Applications evaluates the candidates based on the principles of equality, justice, impartiality and merit, which means the overall evaluation of the candidate's indicators. At the end of this process, the commission expresses itself by ranking the candidates in descending order. Then it conducts the work to make the admission decision for the candidates according to the ranking list based on the approved projects.
9. The Committee for the Evaluation of Applications, through the Head of the Department, forwards the summary list to the Dean of the Faculty of Political - Public Law for approval.
10. The list of winning candidates is announced in visible places as well as on the official website of "Aleksandër Moisiu" University, Durrës.

**Article 20**

**Scientific Qualification of the Doctoral Student**

* + - 1. Referring to the legal and secondary legislation in force, the Doctorate in Public Law study program should create the possibility of providing an interdisciplinary culture within an innovative scientific project.
			2. The department helps in training the student for the acquisition of research methodologies for independent creative activities, the acquisition of advanced methods of data analysis and processing, the recognition and acquisition of specialized terminology as well as the acquisition of communication skills at a scientific level.
			3. In cooperation between the Coordinator and the Head of the Department, with the proposal of the scientific leader and after the approval of the Periodic Evaluation Committee, the training program is drawn up, where open meetings, collegiums, seminars, conferences, etc. are defined, which aim to train the student in accordance with the Doctorate in Public Law study program.
			4. The curriculum is realized through the organization of studies in a duration of one academic year. These subjects are developed in the first academic year of the doctoral student in the Doctorate in Public Law study program.
1. The educational activity is carried out through theoretical and practical classes: lectures, seminars, exercises, course assignments, presentations, research projects, practice, as provided in the curriculum.
2. The learning activity can be realized and/or with mentoring.
3. The Dean's Office decides on the form of providing the discipline with teaching or tutoring.
4. In any case, the load of these subjects is calculated according to the curriculum.
5. Attendance of theoretical and practical classes is mandatory to the extent of 75%.
6. The duration of the teaching sessions is 50 minutes.
7. In order to continue the scientific research work normally, the doctoral student must pass with grade 8 in all subjects according to the knowledge assessment regulations of "Aleksandër Moisiu" University, Durrës.

**CHAPTER III**

**APPLICATION, SELECTION AND ADMISSION PROCEDURES OF CANDIDATES FOR DOCTORAL STUDIES**

**Article 21**

**Admission policy and selection criteria**

Every academic year, students from Albania, Kosovo, Presheve-Bujanovc, North Macedonia, Serbia and Montenegro and from other countries are accepted to follow the Doctorate program in PUBLIC LAW, provided that the candidate has mastered the Albanian language.

1. Criteria for admission to the Doctorate in Public Law program:
	1. The applicant for the Doctorate in Public Law study program must have completed Bachelor and/or Master of Science studies or their equivalent in the profile of Law, Political Science, Public Administration, History and other related fields.
	2. The applicant must have completed his studies with high results, according to the criteria set by the department before the announcement of calls for applications.
	3. In cases where the applicant has completed his studies at a foreign university, the diploma must be recognized and converted by MASR (Ministry for Education and Sports in Albania).
	4. The applicant must have in-depth theoretical knowledge in the relevant profile.

Candidates who demonstrate the skills are preferred;

- Creative thinking.

- Development of critical sense related to the field of research.

- Links between different fields of research, obtaining multiplier skills.

- Developed skills for solving problems that arise during research work.

- Competence to manage the complexity of research and to propose new ideas in the field of research.

* 1. The candidate must know one of the five foreign languages ​​of the European Union: English, French, German, Italian, Spanish, certified through internationally recognized tests in accordance with the relevant instruction of the Ministry responsible for education. If the candidate has earned a degree from a study program conducted in one of these languages, the degree earned serves as evidence of meeting this criterion.
	2. Candidates compete with a proposal for an individual scientific research project. Candidates must have the written approval of the supervisor.
	3. The candidate demonstrates sufficient dedication and motivation in carrying out the scientific research work of the Doctorate in PUBLIC LAW, evidenced through the research plan submitted in the application file.
	4. The candidate is recommended to complete the Doctorate program by professors who know the academic and scientific research experience of the candidate.
	5. The candidate must do scientific research work in one of the research fields presented in this program.
	6. The candidate must have experience in teaching in one of the disciplines of the fields presented in this program.
	7. The candidate has at least one year of work experience.
	8. In order to test his skills, the candidate will undergo a written test and/or an interview.
1. The request for admission to the Doctorate and the application file with the required documentation, according to the call for applications, is addressed to the Department of Law and submitted by the interested party by post.
2. The admission of candidates is done by competition through evaluation of the file.
3. An application evaluation commission is established for the evaluation of applications.

- Selection and evaluation are based on the application of scientific and ethical standards.

- The selection of candidates is based on the principles of equality, justice, impartiality and merit, which means the overall assessment of the candidate's indicators.

1. The candidate who is not declared the winner can apply again starting from the following academic year.

**Article 22**

**Deadlines and application documentation**

1. The announcement of places for doctoral students is made before the beginning of the academic year and no later than September 10 and with a delivery deadline of 30 days from the date of announcement.
2. Candidates have to submit the application form by post along with all the documentation required in it.
3. The file must contain:
	1. The candidate's request to the Department.
	2. The candidate's CV together with his publications, which must be documented.
	3. Notarized copies of the diploma/diplomas in his possession, together with the grade supplement.
	4. Photocopies of Identity Card/Passport.
	5. Two phtoso.
	6. Two recommendations from persons with academic titles.
	7. Evidence of foreign language protection according to the provisions of the law on higher education.
	8. Mandate - payment of the application fee for the competition.
4. A project proposal for doctoral studies must be part of the application documentation. The preparation of the project proposal for the doctorate is done according to the provisions of the appendices attached to this regulation.
5. Applications that do not contain the above documentation will not be considered.

**Article 23**

**Evaluation of the file and announcement of winners**

1. After the end of the application period, no later than 10 days, the Department sets up the Application Evaluation Commission.
2. The Commission, within 10 days, evaluates the fulfillment of the criteria of each candidate, according to an evaluation key proposed by the Basic Unit, and organizes the work for conducting interviews and/or written testing.
3. At the end of its work, the Application Evaluation Commission forwards to the Dean for approval, in descending order, the list of all applicants within a period of 10 days.
4. After the approval by the Dean, the decision of the evaluation committee for the ranking of the applicants is forwarded to the Permanent Committee for the awarding of the scientific degree "Doctor" in the Rectors and QSHA (Centre for Educational Services).

**Article 24**

**Appeals and complaints procedure**

Each applicant, within 10 calendar days from the date of the announcement of the winners, has the right to appeal, which is administered by the Application Evaluation Committee. The Committee asks the Head of Department to call a Departmental meeting where the complaint is discussed. After reviewing the complaint, the Evaluation Committee takes a reasoned decision with the opinions of the Department. This decision is final and cannot be appealed.

**Article 25**

**Registration of winning candidates**

The winning candidate is registered at the Doctorate Secretariat, no later than 10 days after receiving the notification for the qualification of his request. The candidate files with the Coordinator of the Doctoral Study Program in Public Law the personal file, which is gradually enriched with all the documentation proving the progress of the Doctorate student's results.

**Article 26**

**Agreement between the parties**

The admission of the Doctorate student is formalized through a written agreement. The contracting parties are the Doctoral student, the scientific director, the Coordinator of the Doctoral Study Program, and the Head of the Basic Unit. The contract defines the parties' responsibilities, rights and obligations regarding funding, management, reporting, publications, and ownership of research results.

**Article 27**

**Time limits**

1. The Doctorate student has the right to start the procedures and the final defense after the beginning of the third academic year.
2. The program of Doctorate studies is defined in the agreement between the parties, determined according to this regulation. It lasts usually three academic years. At the request of the Doctorate student and the reasoned justification of the scientific leader, this period can be postponed for two academic years. The decision to postpone the deadline is formalized by the Head of the Faculty.
3. The study period may be suspended due to long-term illnesses or other unforeseen circumstances. In this case, the suspended period is not counted as a suspension time.

**CHAPTER IV**

**SCIENTIFIC RESEARCH ACTIVITY, THE PREPARATION OF THE DISSERTATION AND THE AWARD OF THE SCIENTIFIC DEGREE "DOCTOR"**

**Article 28**

**Capacities for scientific research**

Studies in the Doctorate in Public Law study program are an integral part of the scientific research activity of the Faculty academic staff. The fields of scientific research and the issues that are addressed are selected in accordance with the priorities and programs of scientific research and innovation that are part of the Scientific Research Program of the Faculty of Political-PUBLIC LAW, as well as part of the strategy and objectives for scientific research of the "Aleksandër Moisiu" University, Durrës.

**Article 29**

**Didactic basis and technical support**

The Basic Units, through the approval of the projects, guarantee to the students admitted to the Doctorate program:

1. The necessary conditions to carry out the study program with an academic and scientific character.
2. Making available the scientific library, rich in printed and electronic publications as well as complete IT infrastructure.
3. Sufficient technical support for the development of scientific research.
4. Necessary laboratory basis.

**Article 30**

**Follow-up and drafting of the Doctorate studies project**

1. The individual scientific research project must be designed in accordance with the research areas approved by the Department.
2. The draft project development plan, work methodology and research calendar plan are presented and discussed in the Periodic Evaluation Committee. This document must contain:
3. The student's request to follow the study program provided by the Department.
4. Full description of the scientific research project, purpose, research tasks, objectives, expected results.
5. Major contemporary achievements in the relevant field of research.
6. The research methodology and the main bibliography expected to be consulted.
7. Work calendar plan, detailed for each semester.
8. Plan for work exchanges and stay in other universities, research institutions, other institutions in the field, inside and outside the country.
9. Plan for participation in scientific activities, symposiums, scientific conferences and international congresses, inside and outside the country.
10. Publication plan of results in scientific research.
11. Based on the proposal of the scientific leader, also agreed with the Coordinator of the Doctoral Program, the Head of the Department organizes meetings of the Basic Unit, in which the results achieved by the doctoral students, in the scientific research carried out, are presented.
12. The doctoral student must reflect the remarks and recommendations made to him by the members of the Periodic Evaluation Committee of the program's progress as well as by the members of the Department.
13. The Doctorate student, in cooperation with the scientific supervisor, reserves the right to make changes to improve the scientific research project until the end of the third semester of the Doctorate studies.

**Article 31**

**Following the process of preparation of scientific research and desertion**

1. According to the approved work plan, the Doctorate student must present his work progress at an open meeting of the Department at least once a semester.
2. In the presentations that are made, at least the following main parts must be defended before the Department:
	1. Hypotheses of scientific research
	2. Methodology to be used
	3. Theoretical basis and literature review
	4. The model or applied treatment of the object of study
	5. Results and conclusions
3. The student must clarify or reflect the suggestions of the members of the Basic Unit.
4. At the end of each academic year, within the month of September, the doctoral student's scientific supervisor prepares a detailed report presenting the progress of the student's work and the objectives that remain to be achieved.
5. The organization of the presentations of the Doctorate students, their participation in workshops, conferences, collegiums, open meetings, etc. and their documentation in the personal file, is done in cooperation with the Coordinator of the Doctoral Study Program in PUBLIC LAW.
6. At the end, after receiving permission from the Scientific Director, the student makes the final defense in the Department. This protection can only be realized after the information for at least five presentation sessions in the Department has been documented in the student's personal file.

**Article 32**

**Doctoral Thesis**

1. The final evaluation of the Doctorate student is based on the evaluation of his final research paper.
2. The final work of the creative work of the candidate for the degree "Doctor" must be presented in the form of a dissertation, the content of which must be organized in accordance with the Appendices of this regulation.
3. The thesis must be the product of the doctoral student's individual work, in compliance with international quality standards. It should describe the methodology used in scientific research, the contemporary results of science in the relevant field and the innovation that the study brings compared to these results.
4. The literature used while conducting the study must be complete, contemporary and comprehensive.
5. The dissertation is drafted based on the requirements set by the Regulation on Ethics in Research and Publishing Activity.
6. The thesis must contain two summaries, in Albanian and English, with about 3-5 pages. This summary is published on the official website of "Aleksandër Moisiu" Durrës University, in the section designated for information on the relevant study program.

**Article 33**

**Thesis submission**

1. After the Doctorate student finishes writing the thesis and has made the last defense in the Department, he files with the Dean, five copies of it and the complete file and his request to start the defense process. The request is accompanied by the permission of the Scientific Director for the initiation of procedures.
2. The Dean forwards it to the Department for evaluation within 15 days.
3. The doctoral thesis is available to the members of the Department for 15 days. All the members of the Basic Unit can make comments and suggestions in writing about the presented work of the candidate for the title "Doctor".
4. The Head of the Department, based on the documentation of remarks made available by the Coordinator, examines the cases and in a special session invites the doctoral student and the scientific director to make transparency on the remarks, as well as invite the Doctoral student to submit the necessary changes or oppose the submitted remarks, within 15 days from the date of the end of the public exposure period.
5. The doctoral student's file together with the evaluation of the department is forwarded to the Permanent Committee for the awarding of the scientific degree "Doctor".

**Article 34**

**Presentation to the Permanent Commission for the awarding of the scientific degree "Doctor"**

The commission has 30 days available to evaluate the doctoral student's file. The file must contain:

1. The documentation that proves the fulfillment of the conditions for the defense of the Doctoral Thesis, according to the legislation in force and this regulation.
2. Final permission of the Scientific Director for defense.
3. The final dissertation and a summary of it in 10 copies in Albanian and English, approved by the Scientific Director.
4. The proposal for the Permanent Commission for the awarding of the Scientific Degree "Doctor" consisting of at least 8 professors with titles within the field of the subject, from which 5 will be selected.

**Article 35**

**Review of the file by the Permanent Commission for the awarding of the Doctoral Scientific Degree**

1. The Permanent Committee meets within 15 days and examines the Candidate's file.
2. The Committee, after verifying the file and finding it within the criteria, approves the establishment of the Commission for the Evaluation of the Dissertation (Jury) consisting of the proposed 5 members). At least 3 members of the Evaluation Committee must have the title "Professor". In case it is not possible to find two other members with this title, members with the title "Associate Professor" are accepted. The scientific leader cannot be a member of the Evaluation Committee. The chairman of the Dissertation Evaluation Committee is the oldest member of the Committee.
3. The Permanent Commission for the awarding of the scientific degree "Doctor" appoints the opponents in accordance with the requirements of this regulation.
4. The decision of the Permanent Committee is sent to the Dean of the Faculty of Political and PUBLIC LAW. Based on it, the Dean issues the order for the defense of the Doctorate thesis.

**Article 36**

**Opponents**

1. The Permanent Commission for the awarding of the scientific degree "Doctor" appoints two or three opponents, one of whom must be from outside "Aleksandër Moisiu" University, Durrës. Opponents are members of the Evaluation Committee. They must have academic titles and rich research and publishing activity in the relevant field, inside or outside the country.
2. Each opponent is given a copy of the Doctoral thesis. No later than 20 days after receiving it, each opponent must prepare a separate report, where he expresses the achievements of the work, respect for the practice of research work, citations of research works and other articles, as well as the purity of the work from plagiarism. Opponents' assessments include their proposal for:
3. awarding the scientific degree "Doctor" or
4. resubmission of the research paper after completing and reflecting on it, of their recommendations or
5. further extension of the study program or
6. refusal to award the diploma for the scientific degree "Doctor".
7. Opponents submit a copy of the individual report to the Head of the Department and the Chairman of the Evaluation Committee.
8. When the opponents complete their reports, and they are positive, the Coordinator of the Doctorate in Public Law study program, in cooperation with the Head of the Department, set the time for the development of the public defense of the dissertation and forward it to the dean for public announcement.

**Article 37**

**Report of the Dissertation Evaluation Committee**

1. No later than two weeks before the time set for the defense of the Doctoral thesis, its Evaluation Committee, based also on the reports of the opponents, in a preliminary meeting formulates its position on the Doctoral thesis and approves the Report in which the decision of the Evaluation Committee is clearly expressed if:
2. approves the public defense of the Doctorate thesis.
3. does not approve the thesis for public protection, but requires its improvement.
4. does not approve, rejects, the thesis.
5. The Commission takes the decision by open voting, with a simple majority of its members. Any disagreement between the members of the Evaluation Committee is reflected in the report, together with the relevant reasoning.
6. If the Evaluation Committee does not allow the defense, but recommends the further improvement of the thesis, in its decision it also expresses considerations for the parts or issues of the thesis that need to be improved. The improved thesis must be submitted no later than 6 months after the commission's recommendation. After submission, the improved thesis is considered as the only official document that will be subject to evaluation procedures. The Evaluation Committee, according to the same procedure, expressed in this article, sets the date of the public defense of the Doctorate thesis. The decision allowing the improvement of the Doctorate thesis can be taken only once for the same thesis. The improved thesis must be evaluated by the same Evaluation Committee, with the exception of special cases for which it is decided by the Permanent Committee for the awarding of the Scientific Degree "Doctor".
7. If the Evaluation Committee rejects the thesis, it is not allowed to be resubmitted to be defended even when the doctoral student and his supervisor declare that they have made improvements.
8. When there is disagreement between the members of the Evaluation Committee, the case is referred to the Permanent Committee for the awarding of the scientific degree "Doctor". The commission at its next meeting examines this case and decides, by open vote, by simple majority:
9. Discontinue the continuation of further procedures for the defense of the Doctorate thesis.
10. To request further clarifications from the Evaluation Committee.
11. To appoint two new independent experts for the examination of the thesis, for whom he also decides whether or not they will be members of the Commission for the Awarding of the Scientific Degree "Doctor".

**Article 38**

**Decision of the Permanent Commission on the awarding of the scientific degree "Doctor" for the continuation of the defense procedure in the case of appeal**

1. Based on the material prepared by the two experts appointed by him, the permanent committee decides, by open vote, by simple majority, whether or not to continue the procedure for the final defense of the Doctorate thesis.
2. Before deciding, the Commission examines or listens to the opinions of the candidate and his supervisor, in case they have requested this in advance, through the Head of the "Doctorate" study program.

**Article 39**

**Doctorate thesis defense**

1. The defense of the Doctorate thesis is public.
2. The time and place of its development is announced at least 3 weeks before the planned date. During all this time, the Department made available to those interested a copy of the dissertation, which they can consult on the spot. The defense takes place in the presence of members of the Basic Unit, students, lecturers and other interested persons.
3. Protection takes place according to the following procedure:
4. The Chairman of the Evaluation Committee presents the content of the doctoral student's file and confirms its completeness. Each member of the Commission has the right to verify the file. The President reads the Decision of the Permanent Committee on granting the final permission for the defense of the dissertation.
5. The Chairman invites the Doctorate student to make a short summary, no more than 25-30 min., of the main achievements in his research work.
6. The Chairman invites the opponents to present the evaluation report prepared by each of them.
7. Members of the Evaluation Committee and others ask the doctoral student questions about the presented work.
8. The Doctorate student, in consultation or not with his Scientific Supervisor, answers the questions.
9. The leader expresses his opinion on the work done by the dissertation student and gives his assessment of the scientific level that the doctoral student has achieved.
10. The Chairman invites the attendees, who have at least the scientific degree Doctor, if they wish to express themselves about the paper.
11. Without the presence of others, the Evaluation Committee, by secret ballot, takes the decision on the Dissertation Evaluation.
12. The decision of the Evaluation Committee is forwarded to the person in charge of the doctoral program for further procedures.
13. Public defense can also be conducted in a foreign language.
14. For the evaluation of the Doctorate thesis, the Evaluation Committee must take into consideration the reports of the opponents. A general assessment should be made of the shortcomings and main achievements of the presented work.
15. Each member gives his assessment in secret. Each of them has 10 points available for the maximum rating. The thesis is graded very well (45-50 points), good (35-45 points), sufficient (25-35 points) and not passable (less than 25 points). The final result of the assessment is reflected in the record of the defense of the Doctorate thesis.

**Article 40**

**Making the decision on the awarding of the Doctoral Scientific Degree**

1. The decision of the Evaluation Committee, through the Coordinator and the Head of the Department, is sent to the Permanent Committee for the awarding of the scientific degree "Doctor" to make the final decision.
2. The Permanent Committee for the awarding of the scientific degree Doctor within 10 days takes the final decision on whether or not to award the scientific degree "Doctor".
3. The Commission's decision is forwarded to the Dean for further procedures.

**Article 41**

**Awarding of the diploma for the scientific degree "Doctor"**

1. The decision of the Commission for the Awarding of the Scientific Degree "Doctor", through the Dean, is sent to the Rectorate of "Aleksandër Moisiu" University, Durrës, which prepares the relevant documentation and forwards it to the Ministry.

2. The diploma for the scientific degree "Doctor" is not issued without first being registered in the National Register of Doctoral Students.

3. After registration in the National Register of Doctoral Students, the registration is made in the Basic Register of Doctoral Students of the Department and the Diploma is prepared, which is approved by the Dean of the Faculty and the Rector of "Aleksandër Moisiu" University, Durrës.

4. The diploma is handed over to the Doctor of Sciences in a symbolic ceremony led by the Dean of the Faculty.

5. After the completion of the defense procedures, the complete file of the Doctorate student is archived in the Archive of the "Aleksandër Moisiu" University, Durrës, together with a copy of the Doctorate thesis.

6. A copy of the doctoral thesis of the student who has received the diploma for the degree of "Doctor", printed and on CD, is deposited in the library of the relevant Faculty, in the library of the "Aleksandër Moisiu" University, Durrës, the libraries in the institutions that cooperate within the framework of the Doctorate Program and a copy is deposited in the National Library. The diploma for the scientific degree "Doctor" is not issued without the thesis being deposited in the institutions cited above and without being made public on the official website of UAMD.

**CHAPTER 5**

**GETTING A DOUBLE DIPLOMA IN THE DOCTORAL PROGRAM IN PUBLIC LAW FROM UNIVERSITY OF ROME, TOR VERGATA, ITALY AND FROM ALEXANDER MOISIU DURĖS UNIVERSITY, ALBANIA**

**Article 42**

**Modalities of conducting Doctorate Degree**

1. Students admitted to the doctoral program in Public Law can also develop their studies at the Public Legal Studies doctoral program of the University of Rome Tor Vergata, Italy and vice versa.

2. Students admitted to the double degree doctoral program, must develop their research activity for a maximum of three years, where at least two years are developed at the initial Institution and up to one year at that partner.

3. The student must fulfill all the conditions to receive the scientific degree "Doctor" from University of Rome, Tor Vergata, Italy and 'Aleksander Moisiu' University, Durrës, Albania.

**Article 43**

**Entry criteria**

1. Candidates must meet all entry criteria of the doctoral program determined by University of Rome, Tor Vergata, Italy and by "Aleksandër Moisiu" Durrës University, Albania.

2. The admission of students is done separately by each institution.

3. Students enrolled at "Aleksandër Moisiu", Durrës University, Albania, must prove their knowledge of the Italian or English language (level C1 or equivalent).

 4. The program coordinator of each Institution will inform the partner Institution on the selected students immediately after the end of the selection.

**Article 44**

**Application and selection process**

1. Applicants will follow normal application procedures and will need to express their written will to be considered as potential students for their inclusion in the Agreement between University of Rome, Tor Vergata Italy and "Aleksandër Moisiu" Durrës University, Albania in the doctoral program.

**Article 45**

**Admission criteria and procedures**

1. The signatory institutions of the agreement will provide provisions for the number of students who will participate in the doctoral program in both institutions. The number of students who will participate in the double degree program will be determined in cooperation by both Institutions year by year, in the February-May period.

2. For each academic year, the number of students is determined in cooperation between the partner Institutions.

**Article 46**

**Student mobility**

All students who will be part of this double degree program will attend the second or third year at the relevant partner Institution.

**Article 47**

**Doctoral Thesis, Evaluation and Composition of the Jury**

 1. The study program coordinator must communicate the title of the doctoral thesis the coordinator of the partner University within the first year of study to request the possibility for a supervisor/leader.

 2. Students must conduct research related to the doctoral thesis during the period of mobility and submit it to the supervisor of the host University.

 3. The final doctoral thesis, at the end of the third year, must be presented to the University

of origin, after approval by both supervisors/leaders. Each Institution will nominate a jury according to the relevant legislation and the partner Institution will nominate a supervisor. This international jury will evaluate the doctoral thesis together.

4. The doctoral thesis must be prepared in English or Italian.

5. Both parties will mutually recognize the doctoral theses defended at the partner University and accept the final result.

**CHAPTER VI**

**RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS**

**Article 47**

**Doctoral student rights**

1. The doctoral student has the right to use all didactic tools and resources, which are available to the Department, Faculty and University.
2. The doctoral student has the right to participate in various scientific activities, closely related to the specific field of research, which he carries out within the framework of his Doctorate studies.
3. The doctoral student can be active in teaching in the first and second cycle programs, as in practices, seminars or as a lecturer, in support and cooperation with his scientific leader. The teaching load of the Doctorate student and the payment for it are determined according to the rules defined in the university statute.
4. To cover the expenses of the Doctorate, the doctoral student has the right to apply for scholarships at the University, or other social and financial organizations, local or foreign.
5. The doctoral student has the right to self-finance his doctoral studies.
6. The doctoral student enjoys all other rights not expressed in this regulation, which are enjoyed by students registered at UAMD, according to the legal and bylaws in force.

**Article 48**

**Duties of the Doctoral student**

1. The doctorate is realized as a product in which the student, the scientific leader and the Basic Unit bring their contributions. In this collaboration, the main responsibility for progress rests with the Doctorate student.
2. The product of this cooperation is the obtaining of the scientific degree "Doctor" by the student. Ownership is shared by the student-scientific director and the Basic Unit.
3. The doctorate is developed full time or extended time for students who are employed in any other institution of higher education or scientific research.
4. The doctoral candidate must be familiar with and in every case apply the rules, the Doctorate regulation, the university statute and other requirements of the "Aleksandër Moisiu" University, Durrës, which are made known to him.
5. Through the orientation sections that can be developed in the Basic Unit or through his supervisor, the doctoral student, from the beginning of the study process in the third cycle, must be familiar with:
6. The nature, requirements and limitations of the research that takes place within the preparation of a Doctorate thesis.
7. The facilities made available at the Base Unit and/or at the University.
8. The dimensions of the project, the deadlines for its realization and the standards it must respect.
9. Expectations of the leader and the Department from his work.
10. With the help of the scientific leader, the doctoral student must prepare a detailed work plan, the realization of which will enable the further development of his professional and scientific performances.
11. The doctoral student must correctly follow the entire in-depth theoretical program.
12. The doctoral student must repay all financial obligations, according to the deadlines set by the University administration.
13. The doctoral student must fulfill the academic obligations for scientific publications based on the Decision of Council of Ministers for the criteria that must be fulfilled by the candidate for obtaining the scientific degree "Doctor".
14. To implement the calendar and programme with precision and professionalism for the realization of his doctoral studies.
15. During the preparation of the Doctorate thesis, the student must keep in mind:
16. To know and be familiar with contemporary literature in the field of scientific research that is his object.
17. To clearly formulate working hypotheses and develop their scientific analysis and argumentation.
18. Formulate the results of his work in a clear and scientifically argued manner.
19. To present the doctoral thesis in accordance with the requirements provided in this regulation.
20. In the thesis prepared and submitted to be defended, in accordance with the Scientific Research Ethics Code, the doctoral student must have completely avoided:
21. Manipulation of data by giving in the thesis the results that he never received.
22. The falsification of the results and/or their modification to make it possible to test the hypothesis, which he raised at the beginning of the scientific research.
23. Plagiarism, including direct copying of materials, using data or ideas of others, without using and emphasizing their affiliation.
24. The inclusion of others as contributors to the thesis prepared by him, at a time when they have not made any contribution to the research.

**CHAPTER VII**

**FUNDING OF DOCTORAL STUDIES**

**Article 49**

**Funding sources**

Doctoral studies can be financed through:

1. Scientific research projects approved by NASRI (The National Agency for Scientific Research and Innovation).
2. Scientific research projects approved by "Aleksandër Moisiu" University, Durrës
3. For the completion of Doctorate studies, the student can also benefit from funding from other entities.
4. Self-financing
5. Students participating in the double degree program are exempt from paying tuition fees at the host University.

**Article 50**

**Self-financing of Doctorate studies**

1. Self-financing of Doctorate studies is done on the basis of an agreement signed by the Doctorate student, the scientific leader, the Head of the Basic Unit.
2. The model of the contract, its elements, as well as the cost of studies are approved by the Board of Administration.
3. The self-financing contract is also approved by the Administrator of "Aleksandër Moisiu" University, Durrës.

**Article 51**

**Study fees**

The fee for doctoral studies is determined by the Decision of the Board of Administration.

Its payment is made in three installments at the beginning of each academic year.

**CHAPTER VIII**

**EVALUATION OF THE DOCTORATE IN PUBLIC LAW**

**Article 52**

**Time of Evaluation**

The Doctorate in Public Law study program has an internal evaluation at the end of each year.

The Doctorate in Public Law study program requires accreditation within the deadlines provided by law.

**CHAPTER IX**

**OFFICIAL STAMP AND LOGO**

**Article 53**

**Stamp and Logo**

The Doctorate in Public Law study program will use the official seal and logo of the Faculty of Political Science and Law and of Tor Vergata University.

**CHAPTER X**

**FINAL PROVISIONS**

**Article 54**

This regulation can be improved and corrected during the work, in accordance with the developments and new tasks undertaken by the Doctorate in Public Law study program or changes in the structure of the administration, by means of various amendments attached to it, or by being completely reworked. A copy of this regulation is deposited in the Rectors and one in the protocol of the Faculty of Political and PUBLIC LAW.

The Dean of the Faculty of Political Science and Lawhas the right to interpret this Regulation.

**ANNEX**

**Appendix 1**

**Individual project proposal for scientific research for the Doctorate in Public Law study program**

Field of scientific research\_\_\_\_\_\_\_\_\_\_\_

Approved by decision of the Department no\_\_\_ date\_\_\_\_\_\_\_\_\_\_

The professor who proposed the field of study and project idea\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The topic of the individual scientific research project\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contents:

***1. Introduction***

The introduction presents an overview of the scientific research that is proposed to be carried out. In scientific research, the main aim is to solve a problem. The introduction introduces the main background of the scientific research problem as well as the context of what is planned to be done. So first, the main background of scientific research is presented, focusing briefly on the main issues in the field of problem recognition, clarifying why these issues need attention. It then continues with a more concise presentation of scientific research and its practices, which, as appropriate, take the form of hypotheses, scientific research questions. The introduction also touches upon both the essence of the research and its limits, at this point the scope of the study is clarified,

The introduction should be written simply in an interesting way to arouse interest. The introduction should cite all references pertaining to the main issues described and usually close with a brief description of the chapters that follow.

***2. Main purpose, approach and innovation***

At this point, the purpose and reason of this scientific research proposal is presented. A concrete picture of the goals and objectives of the scientific research proposal is presented and what the realization of these goals and objectives is for, explaining the approach/t that will serve this purpose. In this phase, it is also explained which theoretical or practical gap the scientific research proposal tries to fulfill. The clarification of these arguments, i.e. intentionality, approach and innovation, shows the sustainability of the scientific research proposal and connects it with the work done by others.

***3. Methodology***

Methodology explains how scientific research will be conducted in order to achieve the stated goals and objectives. At this point, the detailed steps that will be taken to test the hypotheses raised and provide answers to the scientific research questions raised are presented. The steps taken are preceded by theoretical considerations and/or conceptual frameworks and an explanation of how these considerations guide the methods you choose. In this phase, the resources and tools selected for achieving the goals of scientific research are presented. It may be necessary to include dependent and independent variables, as well as the sampling methods applied. In this phase, it is explained why one method or another or one tool or another is chosen.

***4. Theoretical support and literature review***

In this chapter of the research proposal, a review is made of all the most important literature or at least of the areas of literature that are claimed to be analyzed. The purpose of the literature review, as an important process of conducting scientific research, is to demonstrate good knowledge of the field and key issues related to the chosen topic. In this chapter, a comprehensive picture of the main approaches related to the previous treatments, related to the topic where the scientific research is required to be carried out, as well as their compliance with the purpose of this scientific research, is realized. In this chapter of the scientific research proposal, theoretical milestones are designed and set, relying on previous studies, but clearly reflecting the gap that this study tries to fulfill.

***5. Data analysis***

In this chapter it is described how the data collected according to the proposed methods will be analyzed in order to answer the research questions. In this chapter, as appropriate, statistical and program analyzes are made if the data are mainly quantitative. If the research design incorporates elements of qualitative methods, then it is necessary to describe what will be done with them in order to reach the conclusions.

***6. Limitations and delimitations***

In all scientific research there are limits. Limits describe the practical and theoretical boundaries of the study, which are beyond the researcher's control. Delimitations describe what the researcher intentionally excludes from the study for certain reasons. Limitations and delimitations significantly affect the scope of the conclusions we can draw from the data.

***7. Conclusions***

The conclusions of the scientific research proposal reformulate from a final perspective the objectives of the research, list the approaches that are planned to be followed by linking them to the objectives, and clarify in a few words the possible findings and above all why all this is scientifically valid to prove or find and on what basis the validity of the results is expected to be evaluated.

***8. References***

In this chapter, list all the references that have been used in the research proposal, making sure that they match the style chosen from the beginning.

**Appendix 2**

**General requirements of desertion**

The paper must comply with the format requirements. If the paper is not presented in the required format, it will not be accepted until all format requirements are met.

The work is bound in the form of a book with a cardboard cover. The name of the University, Faculty, Basic Unit, Doctoral Program, Full title of the subject, Name of the candidate, Name of Scientific Supervisor, Year of Defense should be placed on the cover. These elements are written in black. The subject should be written in capital letters, font 18 and placed in the upper half and in the center of the cover.

The length of the paper is not a condition. As a rule, the paper should not be less than 100 pages.

Printed copies of the thesis must be on A4 paper, white, of good quality (21cmx29.7cm).

The material should be printed on one side of the paper only. All study copies must be computer typed, clearly printed, and easily legible. Manuscripts are not accepted.

Text must be typed with one space between lines. Single space will also be used for the preparation of long tables, extracts, notes, long explanations and bibliography list.

Only one font should be used. The typeface should be Times New Roman. The font size should be 12.

Margins for all text will be:

1” top margin

1” bottom margin

1.25” left margin

1.25" right margin

All page numbers should be placed at the bottom and center of the page.

The notes must be made by computer.

Tables should be included in the text. Tables should be placed in the center of the page, within the specified margins. Each table must be assigned a reference number in Arabic numerals. The number of the table should follow the number of the chapter to which it belongs. The word "table", the number of the table and the legend should be placed at the top of the table. The font should be Times New Roman, 12, bold. If the table continues on the next page the legend is not repeated. If a table contains citations, the references should be highlighted.

Illustrations and Diagrams must be scanned and incorporated into the electronic version of the document. If diagrams are presented as pictures, they should be placed on the appropriate page, illustrations or graphics do not always follow the text or table.

The word "figure", the number of the diagram in Arabic numerals and the explanations should be placed below the diagram. In general, a diagram should not exceed one page. If the diagram continues on the next page, the rule for tables must be followed. Like tables, diagrams should be grouped together and numbered consecutively.

Pictures that are smaller than one page should be placed on the corresponding page.

If a paper contains accompanying materials such as: computer diskettes, videos or tapes, etc., which are an important part of the paper, they must be attached to the paper.

All the technical details of the writing of the thesis and an example of the use of these details are provided by the Head of the "Doctorate" Study Program.

In addition to the complete material of the Doctoral thesis, the doctoral student prepares a summary of this thesis in about 30 pages, A5 format, in 12 copies. A copy is made available to each member of the Permanent Committee for the Awarding of the Scientific Degree "Doctor", in addition to the members of the Doctorate Evaluation Committee.

**Appendix 3**

**Doctoral Thesis Template**

On the first page is written, in the middle position and in centered writing:

“Copyright, # I# First Name, Surname of Student, # Year” (Note: # sign is used to indicate the start of a new line)

On the second page, in the upper position, it is written in centered script:

The supervisor of \_Student's first and last name\_ certifies that this is the approved version of the following dissertation: and on 1/3 of the page is written the Title of the dissertation in capital letters 16, Times New Roman. Below, with triple space, write, on the right, the Name and Surname of the Scientific Leader and of the co-leader (if there is one) and place the relevant signatures.

On the third page, in the upper position, in centered writing, the Title of the dissertation is rewritten, in capital letters and font 16 Times New Roman. In position 1/3 of the page it is written Prepared by: Previous degree (abbreviation) Name Surname of the student. Below, triple-spaced, is written in centered text:

"Dissertation presented at the # Faculty of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_# University "Aleksandër Moisiu" Durrës # In full compliance# With the requirements# For the degree of "Doctor". The page closes with the text University "Aleksandër Moisiu" Durrës # Month, Year.

On the fourth page is written "Dedication" which is optional

On the fifth page is written 'Acknowledgment/thanks' which is optional

The following text is written on the sixth page:

Statement of originality

name surname

I declare that this thesis represents my original work and I have not used any sources other than those written through citations.

All data, tables, figures and citations in the text, which are reproduced from any other source, including the Internet, are expressly acknowledged as such.

I am aware that in case of inconsistencies, I bear legal responsibility

Durrës, on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Company

On the seventh and eighth pages, the Summary is placed up to one page, in Albanian and English, at the end of which 4-6 key words are placed.

On page nine 'Course content' which should be detailed: Chapters, headings and sub-headings of each chapter and the corresponding page number. Below is the List of Tables and List of Figures, accompanied by the page number where each of them is located.

Further, the presentation of the subject of the thesis continues in the following chapters:

1) Introduction, 2) Literature reviewed; 3) Methodology followed and instruments used 4) Analysis of results and findings 5) Discussion of results, conclusions and recommendations.

The dissertation should be closed with a) Appendices and b) Bibliography.

Type of writing by levels:

1. Main title or Chapter title: Times New Roman, Bold, 16 all capital, hanging 0.3, space before and after it 2.

1.1 First level: Times New Roman, Bold, 14, small capital, hanging 0.4, spaces before and after it 6.

1.1.1 Second level: Times New Roman, Bold, 14, hanging 0.4, space before and after it 6.

1.1.1.1 Third level: Times New Roman, Bold and italic, 14, hanging 0.6, space before and after it 6.

At the end of the thesis material, a short CV of up to 1 page of the thesis author is given (optional).

Literature format

Citing journals:

Last name of the author, First letter of the name, Last name of the author, First letter of the name., (year) : Title of the material. Journal name, year, Vol (no): page-page.

Citing books

Author's Last Name, First Name, Author's Last Name, First Name, (Year): Book Title: Publisher: Year.

Quoting book chapters

Author's Last Name, First Letter of Name: Chapter Title. In: Title of the book; the publisher; year: page-page.

Citation of dissertation theses

Author's Surname, First Letter of Name: Title of dissertation. Doctorate Dissertation. University Name, State, Year.

Citation of published proceedings

Last name of the author, First letter of the name, Last name of the author, First letter of the name, Title of the paper. Proceeding name of the activity, year, Vol (nr): number.

Citation of unpublished materials

Last name of the author, First letter of the name, Last name of the author, First letter of the name, Title of the paper. The name of the magazine, in press.

The back cover of the dissertation must contain:

**Abstract in Albanian and English**. Each variant should contain 200 words using 10 letter size. This element should enable local and foreign readers to understand how the issue taken in the study was handled. The abstract in English is a requirement of international standards.

**Field and keywords**. The student, in cooperation with the scientific leader, defines the field and chooses the key words in function of their compatibility with the terminology used in the relevant discipline. They help identify the thesis among collective catalogs in libraries.