

## **2024 REGULATIONS OF ADMISSION TO THE THIRD CYCLE STUDIES AT LITHUANIAN ENERGY INSTITUTE**

### **CHAPTER I GENERAL PROVISIONS**

1. The 2024 Regulations of admission to the Third Cycle Studies (hereinafter – Regulations) of Lithuanian Energy Institute (hereinafter – Institute) establish a procedure under which applicants are admitted to the full-time third cycle (hereinafter – doctoral studies) at Institute in study programmes of science fields coordinated by Kaunas University of Technology (hereinafter – University) in 2024. The Regulations are prepared following the 2024 Regulations of Admission to Third Cycle Studies at Kaunas University of Technology, approved by the Order No. V3-S-2 of the Senate of Kaunas University of Technology on 26 January 2024.
2. In 2024, the Institute admits to doctoral studies in Energetics and Power Engineering, Environmental Engineering and Economics science fields. The 2024 list of dissertation topics is approved by the order of the Vice-Rector for Research and Innovation of the University following the Regulations on the Research Doctoral Studies of the Institutions of Joint Doctoral Studies and announced on the Institute website at <https://www.lei.lt/en/phd-studies/admission-to-phd-studies/>.
3. The applicants can apply to state-funded and state non-funded positions of studies. The applicants who have already completed or are currently students of doctoral studies are not eligible for a state-funded position if more than half of the duration of their doctoral studies were state-funded by the Republic of Lithuania.
4. Admission to doctoral studies is conducted under the procedure of open competition. The stages of the admission procedure are as follows:
  - 4.1. submission and registration of the admission documents;
  - 4.2. participation in an interview with the doctoral committee of the science field;
  - 4.3. signing of the learning agreement.
5. Information regarding the admission of the applicants is announced on the Institute website at <https://www.lei.lt/en/phd-studies/admission-to-phd-studies/>. Contact e-mail address [study@lei.lt](mailto:study@lei.lt) The admission to doctoral studies is organised and conducted by the Doctoral School of the University (email at [phd@ktu.lt](mailto:phd@ktu.lt)).

### **CHAPTER II SUBMISSION AND REGISTRATION OF THE ADMISSION DOCUMENTS**

6. Participation in the competition for admission to doctoral studies is allowed after the submission of the application and other required documents. Submission and registration of the documents is performed under the procedure and within the terms indicated in the Regulations.
7. The admission documents listed in Paragraph 8 of the Regulations can be submitted by one of these ways: send by email [study@lei.lt](mailto:study@lei.lt), scanned, in .pdf format (photo is not acceptable); submit on campus or send by post to Lietuvos energetikos institutas, Breslaujos g. 3, room AK-233, 44403 Kaunas, Lithuania. The applicant is responsible for submitting the documents on time.
8. The applicants to doctoral studies are required to submit the following documents:
  - 8.1. an application indicating the science field, the topic and the form of funding;
  - 8.2. copies of the master's or equivalent qualification diploma(s) with the diploma supplement(s) (only the final diplomas and diploma supplements are submitted; however, provisional degree certificates are *not* accepted). The following additional requirements apply:

8.2.1. when submitting their admission documents, those applicants who have defended their master's final thesis in Lithuania, Latvia or Estonia in 2024 (automatic recognition of higher education qualifications issued in Latvia and Estonia has been applied in Lithuania since 2019) but have not yet received their master's diploma and diploma supplement prior to the deadline for the document submission specified in Subparagraph 24.2 of the Regulations can instead submit an academic transcript of the results of their master's studies from the institution where they have defended their master's thesis (however, upon receipt of the master's diploma and diploma supplement, the applicants must submit copies of these documents as soon as possible, within 1–2 working days at the latest);

8.2.2. those applicants who have obtained their education abroad must submit a certificate of the recognition of academic qualification in the Republic of Lithuania. If this document is not submitted, the applicant's application shall not be considered. Recognition of educational documents is carried out by the Centre for Quality Assessment in Higher Education (<https://www.skvc.lt/>). The candidates must individually apply to the Centre for Quality Assessment in Higher Education.

8.3. a curriculum vitae;

8.4. recommendations by two researchers of the relevant science field (a recommendation of the supervisor of the topic to which the applicant is applying is required in the science fields specified in Appendix 1 to the Regulations. The recommendations have to be prepared in the calendar year when the applicant's application is submitted. A recommendation is required to explicitly specify the institution and the science field to which the applicant is recommended);

8.5. a list of the research works (articles in scientific publications, conference proceedings) with a full bibliographic description and copies thereof; if no research works by the applicant are presented, the applicant is required to present a research paper whose topic is consistent with the dissertation topic indicated in the applicant's application (if the applicant applies to two thematic areas, two individual (i.e., different) research papers are required to be submitted);

8.6. a copy of a valid personal document (page with personal data): a passport (for citizens of all countries) or an ID card (only for citizens of the European Union);

8.7. a certificate issued by IELTS, TOEFL, CEFR or any other competent institution within the last 2 (two) years certifying the level of the English language. Certificates indicating the level of the English language but obtained after completing English language training via various mobile apps (e.g. *Duolingo*, *Babbel*, *LinguaLift*, etc.) are not accepted. This certificate is not required if, instead of the certificate, the applicant submits the following:

8.7.1. a diploma supplement of the first or second study cycle (or another graduation document issued by a higher education institution) indicating that at least half of the credits specified in the diploma supplements have been completed in the English language;

8.7.2. a diploma supplement of the first or second study cycle indicating that the applicant has studied a study subject of the English language (in this case, a diploma supplement has to indicate the attained level of the English language);

9. Any documents issued in languages other than Lithuanian or English are required to be translated into one of these languages and approved under the procedure stipulated by the Law of the Republic of Lithuania.

10. When submitting documents the applicant has to submit (show) the personal identity document and the originals of diploma(s) and diploma(s) supplement(s) of the acquired qualification specified in the application. If the documents have been submitted by e-mail the originals have to be submitted when signing the study agreement.

11. If any required document(s) is/are not submitted within the deadlines set out in Paragraph 24 or not meet requirements of the Regulations, the application shall NOT be examined.

12. In the application, the preferences must be listed in the descending order of priorities. The indication of the science field, the topic, and the type of the funding of studies is considered to be a preference. An applicant can not change the order of preferences after submitting an application.

### CHAPTER III

#### STRUCTURE AND CALCULATION OF THE COMPETITION SCORE

13. The applicants are admitted to doctoral studies of the science field under the procedure of competition on the grounds of their compliance with the requirements for the science field and on the basis of their competition score.

14. The admission requirements and the minimum competition scores for admission to state-funded and state non-funded doctoral studies are provided in Appendix 1 to the Regulations. All the applicants are required to comply with the main and additional admission requirements.

15. The competition score is a numerical expression of the components of the competition score calculated for each applicant in each science field. It consists of the sum of the components of the competition score multiplied by weighting coefficients. The values of the weighting coefficients, as determined by the doctoral committees of the science fields, are provided in Appendix 1 to the Regulations.

16. The applicants are assigned a position in the competition queue of each science field or a topic of the science field in descending order according to their competition score, if applicable. When the doctoral committees of the science fields assign the available positions of the state-funded doctoral studies to the topics, a competition queue is made for each topic which has an indicated number of state-funded positions of doctoral studies. In other cases, there is one competition queue for one science field.

17. The components of the competition score for admission to doctoral studies (KBD) are as follows:

17.1. A weighting grade point average of the master's diploma supplement (VS) or equivalent education in the ten-point grading system. The information on the calculation of the grade point average of the applicant's diploma supplement is obtained from the relevant education documents;

17.2. Evaluation of the research experience (Mm) in the ten-point grading system. The evaluation of the research experience includes the applicant's scientific publications or the research paper, other research experience, scientific qualifications, compliance of the scientific publications and research experience with the topic of doctoral studies;

17.3. Evaluation of the recommendations by scientists or a research proposal in the selected topic (Mr) in the ten-point grading system. The evaluation of the recommendations by scientists includes their validity and objectivity; the evaluation of the research proposal in the selected topic includes its originality, the applicant's knowledge of the topic and the ability to formulate ideas;

17.4. Evaluation of the interview (Md) in the ten-point grading system. The evaluation of the interview includes the demonstrated understanding of the scientific problems in the science field the applicant is applying to, the understanding of scientific problems, his/her motivation, and the ability to formulate answers (including the English language skills).

18. The weighting grade point average of the evaluations in the master's diploma supplement(s) (VS) in the ten-point grading system is calculated as follows:

$$V_S = \frac{\sum_{i=1}^n DP_i \cdot k_i}{\sum_{i=1}^n k_i}$$

where DP<sub>i</sub> – mark for a subject listed in the higher education diploma supplement in the ten-point grading system; k<sub>i</sub> – volume of the subject in credits; n – number of the subjects listed in the higher education diploma supplement.

18.1. If the volume of the subjects is not specified in credits in the master's diploma supplement(s), the arithmetic mean of the evaluations of the subjects of the diploma supplement is used when calculating the competition score;

18.2. Evaluations in the five-point grading system are first converted into the ten-point grading system, and only then included in the calculation;

18.3. If a diploma supplement contains subjects not evaluated by marks or without any specified evaluations, they are not included in the calculation of the weighted grade point average and the competition score.

19. The procedure for the preparation and evaluation of the research paper (in the case of the absence of publications by the applicant) is provided in Appendix 2 to the Regulations.

20. The competition score (KBD) is calculated as a sum of multiplications of the component competition scores in the ten-point grading system and the weighting coefficients indicated in Appendix 1 to the Regulations, i.e.,

$$KB_D = \sum_{j=1}^m EP_j EK_j$$

where  $EP_j$  – j competition component (Vs, Mm, Mr and Ma) mark in the ten-point grading system;  $EK_j$  – weighting coefficient of j competition component; m – number of the competition components forming the competition score.

21. If several applicants collect the same competition score, the higher position in the competition queue (in the order of priorities) is assigned to the applicant who has:

21.1. a higher evaluation score of the research experience;

21.2. a higher weighting grade point average of the marks of the master's diploma supplement;

21.3. a higher evaluation of the master's thesis or the final examination(s). The final decision is made by the doctoral committee of the science field.

#### **CHAPTER IV COMPETITION FOR ADMISSION TO DOCTORAL STUDIES**

22. The admission is conducted in several stages: the main admission to doctoral studies coordinated by the University is held in June/July. Additional admission(s) is/are held provided there are remaining vacant positions.

23. The applicants are required to attend the interview with the doctoral committee of the science field to which they apply. If an applicant who has submitted all the documents set out by the Regulations does not attend the interview, his/her admission documents are no longer considered and assessed by the doctoral committee of the science field (in this case, the final decision is made by the doctoral committee of the science field).

24. The dates of the main admission to doctoral studies at Institute are provided below:

No	Procedures of admission to doctoral studies	Dates
1	Submission of applications	5 – 20 (till 3 p. m.) June, 2024 Monday - Thursday 8.00 a. m. – 4.30 p. m. Friday 8.00 a. m. – 3 p. m.
2	Motivational interviews	26-28 June, 2024
3	Appeals	1 July, 2024, from 8.00 to 10 a. m.
4	Results of appeals	1 July, 2024, 4.00 p. m.
5	Notification of applicants about the competition results	2 July, 2024, 4.30 p. m.
6	Study agreements	4 July, 2024, from 8.00 a. m. to 4.30 p. m. and 5 July, from 8.00 a. m. to 3.00 p. m.

25. The invitation to study depends on the priorities listed in the applicant's application, the competition score, and the competition queue for admission to doctoral studies.
26. The competition results are announced to applicants in person by email.
27. The individuals are considered to be admitted after they have signed the learning agreement with the Institute and have been admitted to studies by the order of the Director of the Institute.
28. Reasoned written appeals regarding the incorrect evaluation of the admission documents and the admission results are submitted to the University's Doctoral School within the deadlines set out by the Regulations. The received appeals are examined, and the decisions are made by the doctoral committee of the respective science field. The appeals shall only be examined if they are reasoned and based on objective facts. The responses to the applicants are prepared and provided by the University's Doctoral School based on the verdict of the doctoral committee of the respective science field.
29. In all the cases not specified in the Regulations, the decisions are made by the doctoral committee of the science field.
30. If the doctoral committee of any science field determines that the list of the modules of the applicant's main studies is of insufficient scope or that some of his/her previously acquired skills are insufficient, the committee may indicate the modules of non-doctoral studies that the applicant is additionally required to study during the first year of doctoral studies. The applicant pays for the additional study modules.
31. The learning agreement is signed in person (in printed form) at the Institute. When signing the agreement, the applicant has to submit (show) the originals of diploma(s) and diploma(s) supplement(s) of the acquired qualification specified in the application. If the individuals invited to study at the Institute are staying abroad within the deadlines set out for signing their learning agreements, they are allowed to email the signed learning agreement within the deadlines set out by the Regulations and send the original agreement to the Studies Administrator of the Institute by registered mail. In this case, the original documents specified in the application have to be submitted (shown) to the Studies Administrator of the Institute upon the arrival to studies.
32. If any invited applicant(s) do not sign their learning agreements within the deadlines set out by the Regulations, their invitation to study at the Institute is rendered invalid, and, by the verdict of the doctoral committee of the science field, the further applicant(s) receiving the highest competition score who initially were not invited to study are then invited to take the vacant positions, or these positions are transferred to the next stage of admission.
33. The annual fee of the doctoral studies is specified in Appendix 3.

## **CHAPTER VI FINAL PROVISIONS**

34. The Regulations can be amended or voided by a decree of the Senate of the University and Director of the Institute.

**ADMISSION REQUIREMENTS AND MINIMUM COMPETITION SCORES FOR  
ADMISSION TO DOCTORAL STUDIES**

Field code	Science field	Minimum competition score	Main admission requirements	Additional admission requirements
<b>FIELDS OF RESEARCH DOCTORAL STUDIES AT INSTITUTE</b>				
<b>AREA OF TECHNOLOGIES</b>				
T004	Environmental Engineering	7	Master's qualification degree or equivalent higher education degree	-
T006	Energy and Power Engineering	8	Master's qualification degree or equivalent higher education degree	-
<b>AREA OF SOCIAL SCIENCES</b>				
S004	Economics	8	Master's qualification degree or equivalent higher education degree	One of the submitted recommendations by scientists has to be written by the supervisor of the topic.

**ADMISSION REQUIREMENTS AND MINIMUM COMPETITION SCORES FOR  
ADMISSION TO DOCTORAL STUDIES**

Science field, code	Weighting grade point average of the diploma supplement (VS)	Research experience (Mm)	Research proposal in the selected topic (Mr)	Recommendations by scientists (Mr)	Interview, including evaluation of the knowledge of a foreign language (Md)
Environmental Engineering, T004	0.5	0.3	-	-	0.2
Energetics and Power Engineering, T006	0.3	0.4	-	0.05	0.25
Economics, S004	0.4	0.3	-	-	0.3

## **PROCEDURE FOR THE PREPARATION AND EVALUATION OF THE RESEARCH PAPER**

1. A research paper on the topic specified in the application has to be an individual paper demonstrating the applicant's theoretical and methodological knowledge as well as research experience in the topic to which he/she applies, the skills of critical thinking, the originality of the ideas, and the ability to perform research work.
2. An applicant guarantees that the submitted research paper is an original work and that no copyrights of the third parties have been violated in the preparation of the research paper. Each applicant is also required to provide a guarantee that the paper does not contain confidential information or any information which is subject to the publishing restrictions set out by the legislation of the Republic of Lithuania.
3. The research paper is prepared with consideration to the following guidance requirements:
  - 3.1. The volume of the research paper is approximately 30,000 characters (including spaces), i.e., approximately 10 pages;
  - 3.2. The text is written in 12 pt., Times New Roman font, 1.5 line spacing, either in the Lithuanian language, or in the English language;
  - 3.3. The research paper is required to contain the following sections:
    - A. Introduction – a summarised description of the relevance and significance of the research which contains the formulation of the scientific problem, the goal, the objectives, and the expected results;
    - B. Literature review – a review of the most recent sources of scientific literature (research papers, monographs, patents) on the dissertation topic is provided, thus identifying how the planned research would contribute to gaining new knowledge;
    - C. Research methodology – potential research methods or methodology are defined; a description is provided how the applicant expects to obtain and intends to analyse the data;
    - D. List of references – a list of references used for the preparation of the research paper is provided. All the literature indicated in the list of references has to be quoted in the paper.
4. The research paper can be checked by the similarity checking system by Kaunas University of Technology or Lithuanian Energy Institute, to identify similarities in the submitted document with texts published online and in the databases of academic publishers, as well as with the documents previously uploaded to the system with the objective to recognise possible cases of fraud in text formatting. The generated percentage of similarity and a summary of the originality report are forwarded to the doctoral committee of the science field.
5. The research paper is evaluated by the members of the doctoral committee of the science field. The arithmetic mean of their evaluation scores is the final score of the applicant's research paper which is then rounded to the nearest whole number. The highest possible evaluation score is 10 points.

**TUITION FEE**

<b>Science field, code</b>	<b>Annual tuition fee, Eur</b>
Environmental Engineering, T 004	11 837
Energetics and Power Engineering, T 006	11 837
Economics, S 004	11 837