



UNIVERSITY OF ZAGREB
FACULTY OF HUMANITIES AND SOCIAL SCIENCES

(adapted for web July 2022)

University postgraduate doctoral study programme

ETHNOLOGY AND CULTURAL ANTHROPOLOGY



PROPOSAL OF THE DOCTORAL STUDY PROGRAMME

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A. OVERVIEW OF THE STUDY PROGRAMME

A.1. GENERAL INFORMATION ON THE PROPOSED DOCTORAL STUDY

A.1.1. NAME OF THE PROPOSED DOCTORAL STUDY

Ethnology and Cultural Anthropology

A.1.2. NAME OF THE PROVIDER OF THE STUDY PROGRAMME

Faculty of Humanities and Social Sciences in Zagreb

THE COOPERATING INSTITUTION(S) PARTICIPATING IN THE STARTING AND IMPLEMENTATION OF THE DOCTORAL STUDY

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A.1.3. NAME OF THE IMPLEMENTER OF THE STUDY PROGRAMME

Faculty of Humanities and Social Sciences in Zagreb - Department of Ethnology and Cultural Anthropology

A.1.4. SCIENTIFIC OR ARTISTIC FIELD AND DISCIPLINE OF THE PROPOSED STUDY PROGRAMME

Field: humanities

Discipline: ethnology and anthropology

Branch (if the doctoral study is performed in a branch): -

A.1.5. DURATION OF THE DOCTORAL STUDY IN ACCORDANCE WITH THE REGULATIONS (IN YEARS)

3

A.1.6. NUMBER OF REQUIRED COURSES/MODULES

2

A.1.7. NUMBER OF ELECTIVE COURSES/MODULES OFFERED WITHIN THE DOCTORAL STUDY

76

A.1.8. ACADEMIC TITLE EARNED UPON COMPLETION OF THE DOCTORAL STUDY

Doctor of philosophy (dr. sc.) in the scientific field of humanities, scientific discipline of ethnology and anthropology

A.1.9. PROPOSED SMALLEST NUMBER OF DOCTORAL STUDENTS FOR ONE ACADEMIC YEAR

3

A.1.10 PROPOSED HIGHEST NUMBER OF DOCTORAL STUDENTS FOR ONE ACADEMIC YEAR

30

A.2. INTRODUCTION

A.2.1. REASONS FOR STARTING THE PROPOSED DOCTORAL STUDY

A.2.1.1. Justifiability of starting the new doctoral study with regard to existence of similar doctoral studies at the University of Zagreb

The PhD programme in ethnology and cultural anthropology at the Faculty of Humanities and Social Sciences University of Zagreb is the only postgraduate study exclusively established in the discipline of ethnology and anthropology in the Republic of Croatia. In addition, this is one of the rare postgraduate studies of ethnology and cultural anthropology in the region.

The PhD programme in ethnology and cultural anthropology offers the highest level of formal education in the field of humanities, and scientific discipline of ethnology and anthropology. It is a follow-up to the BA and MA studies of ethnology and cultural anthropology and the BA and MA studies of anthropology performed at the Faculty of Humanities and Social Sciences in Zagreb.

The programme trains new doctors of philosophy for scientific work in ethnology and anthropology. It is focused on research, examining and critically discussing the historical and contemporary cultural and societal phenomena. In doing so, it promotes multi-disciplinary and inter-disciplinary approaches, highest ethical standards, demonstrating a sensibility towards vulnerable social groups and developing a positive attitude towards democratic values such as tolerance, multi-cultural dialogue and human rights. At the same time, it follows quality assurance standards and guidelines for doctoral studies.

The PhD programme is delivered by the Department of Ethnology and Cultural Anthropology, which is the most renowned center of higher education in ethnology and cultural anthropology in the Republic of Croatia. It is the central place of intellectually stimulating and innovative research that provides answers to the problems of contemporary cultural dynamics and regional societal, political, economical and cultural challenges, using specific ethnographic approaches. As the publisher of two scientific journals and and of monographs, the Department is recognized for being center of contemporary ethnographic research. In the curricula of the BA, MA and doctoral studies, the Department nourishes an emancipatory education that includes independently conducted research, critical thinking, integrity and free and substantiated expression of opinions.

Several other postgraduate doctoral studies of the University of Zagreb and other universities in the Republic of Croatia, as part of the wider education in the discipline of humanities, offer the possibility of awarding the academic title of doctor of philosophy in the scientific field of humanities, scientific discipline of ethnology and anthropology (e.g. the PhD programme in Croatian culture of the University of Zagreb or the PhD programme in humanities at the University of Zadar).

However, by developing distinctive research specializations, the number and diversity of research topics, the number of full-time teaching staff qualified in the discipline of ethnology and anthropology, and with expertise in innovative approaches to research that use qualitative methods, the PhD programme in ethnology and cultural anthropology is unique in the Republic of Croatia. With all the listed traits, the PhD programme in ethnology and cultural anthropology achieves a distinctive difference and advantage in the discipline of ethnology and anthropology in relation to similar postgraduate studies.

A.2.1.2. Usefulness of the proposed doctoral study with regard to needs of research activities in the public and private sectors, and possibilities of employment upon completion of the study program, including the opinion of 3 organizations related to the labour market (e.g. professional associations, employers and their associations, trade unions, public services) on the appropriateness of planned learning outcomes for the needs of the labour market (opinion should be enclosed at the end of this proposal)

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The specific and generic knowledge and skills mastered at the PhD programme in ethnology and cultural anthropology are applicable and sought for in a wide spectrum of activities and jobs, in both public and private sectors.

Except in scientific and academic institutions, these skills and knowledge are applicable for work in government bodies and local and regional authorities, particularly in those whose competence and operation is in the field of science and education, culture and media, protection and conservation of cultural heritage, tourism, sports, regional and sustainable development, gender equality, migration, human rights and national minorities' rights.

Numerous institutions that operate in the field of culture, education and tourism, such as museums, galleries, archives, interpretation centres, tourism boards, community and public universities, libraries, etc., as well as media (Internet, radio, television, newspapers), employ experts from the field of ethnology and cultural anthropology.

In the recent decades, professionals from the field of ethnology and cultural anthropology are more frequently employed in non-governmental organization, particularly in the listed fields, as well as in the private sector, particularly when related to the interpretation and management of cultural heritage and revitalization of urban and rural areas, as well as in the creative industries.

A.2.1.3. Usefulness of the proposed doctoral study with regard to the scientific, cultural, social and economic needs

The PhD programme in ethnology and cultural anthropology trains students for doing research, and examining and critically discussing the historical and contemporary cultural and societal phenomena, including cultural processes that shape everyday life.

The key thematic areas that the doctoral study focuses on includes: religion; cultural policies and heritage; space and labour; sports; migrations, borders and minorities; identities, globalisation and sustainability; folklore and mythology; evolution theories. These represent a link with the important and current fields of human activities and the challenges of the modern era. The knowledge and skills acquired at the doctoral study are relevant for understanding and directing social processes. They can also be applied in developmental and sustainable projects aimed at working with vulnerable social groups (persons with disabilities, young people, older workers, unemployed, poor and socially excluded persons, minorities, etc.), in projects that involve using and interpreting (local) cultural heritage for education, cultural or tourism purposes, projects aimed at revitalisation of urban and rural spaces and regional and local sustainable development, projects that involve the development of creative economies, as well as projects that aim at raising general awareness within the society, developing sensibility towards vulnerable social groups and developing a positive attitude towards democratic values such as tolerance, multi-cultural dialogue and human rights.

A.2.1.4. Foundation of the proposed study programme on competitive scientific or artistic research, and on new insights, knowledge and skills

The PhD programme in ethnology and cultural anthropology is based on the competitive scientific research and new insights, knowledge and skills gained through the research oriented PhD training. The study programme is performed by leading Croatian ethnologists and cultural anthropologists and folklorists. It is based on current international and national scientific and professional projects, as well as on a large number of collaborations of the Department of Ethnology and Cultural Anthropology with international scientific and scientific-teaching institutions and experts.

The teaching staff involved in the delivery of the programme have in the past 10 years been project leaders and members of consortium at international bilateral projects, projects by the Croatian Science

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Foundation, and Erasmus+ projects among others (see part A.6.). Recent international scientific production of the teaching staff participating at the programme is witness to the up-to-date and relevance of scientific research and the continued production of new insights and knowledge (see part A.6.).

The study programme is organized around activities that will enable doctoral student to perform an independently conducted research, working with their mentor and communicating with the teaching staff/researchers and doctoral students. A variety of classes and tutorials - required and elective courses, research, *privatissimum* (working with the study advisor and designated mentor), doctoral workshops, doctoral practicums and other (required and elective) activities - enable the academic staff to directly connect the content of the study programme with the current scientific research. By doing so the program aims at transferring most recent insights and knowledge to the students and including the doctoral student in the current international and national scientific research (see part A.3.).

A.2.1.5. Innovativeness of the proposed study programme, that is, potential of the proposed study programme for creation of new and relevant knowledge or artistic practices

The PhD programme in ethnology and cultural anthropology offers training and specialization, as well as active involvement in the work of scientific projects aimed at creating new and relevant knowledge. The novelty in comparison with the previous programme of ethnology and cultural anthropology is enrolment in the doctoral programme with the suggestion of a potential qualified mentor and research proposal, which ensures early steering of the doctoral student, studying according to an individual study plan, as well as dedication to the doctoral research project. The continuous monitoring and counselling of the doctoral student performed by the Guidance Committee is also a novelty.

Acquiring and creating new and relevant knowledge is enabled due to the various forms of classes that involve required and elective courses, independently conducted research, *privatissimum* (working with the study advisor and designated mentor), doctoral workshops, doctoral practicums and other (required and elective) activities. Through two required courses - "Critical approach to theory in cultural anthropology" and "Qualitative research strategies and ethical challenges" - doctoral students acquire advanced knowledge necessary for reflecting upon, creating and conducting independent research, while the elective courses enable the students to acquire specific knowledge in different sub-disciplines of ethnology and cultural anthropology. The doctoral workshops enable the students to get to know the most current researches and acquire scientific skills such as literature analysis, formulating problems and research hypotheses, selecting methodological tools, recognizing and solving ethical challenges in research. The doctoral practicum is focused at developing and enhancing the skills of communicating scientific research, as well as dialogue and discussion skills. By awarding points, the study programme encourages doctoral students to participate in various activities aimed at providing academic writing skills (publishing scientific or professional papers), disseminating scientific results (presenting at conferences, round table discussions, public lectures) and planning and implementing a scientific and professional research (preparing field research).

Another innovative aspect of the study programme is the involvement of the programme in the innovative training networks. The doctoral programme of ethnology and cultural anthropology is part of the international doctoral study programme "Transformations in European Societies" that enables the best doctoral students to perfect their skills and gain new knowledges in a series of summer schools and workshops in a three-year long programme delivered by a consortium of European PhD programmes in ethnology and anthropology. In addition, the Department of Ethnology and Cultural Anthropology as the provider of the study programme participates in various international networks that increase the mobility of doctoral students, as well as the connect doctoral students and study programme teaching staff with international researchers and scientific and scientific-teaching institutions. The Department is part of the *University Network for the Preservation of Intangible Cultural Heritage in Southeast Europe* founded in

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2018, of the CEEPUS Network Borders and Borderlines in Cultural Anthropology in the University Education, and has signed agreements with a variety of European universities that enable doctoral students to utilise Erasmus+ scholarships.

A.2.2. ANALYSIS OF THE COMPATIBILITY OF THE DOCTORAL STUDY WITH THE RESEARCH STRATEGY OF THE UNIVERSITY OF ZAGREB

The PhD programme in ethnology and cultural anthropology follows the principles stated in the *Research, Technology and Innovation Transfer Strategy of the University of Zagreb*. The study programme is dedicated to continuous improvement of the quality of research, complying the programme with European and global standards in research excellence, and the relationship between science and the current needs of the society in a national and international context. The study programme follows research strategies set by University of Zagreb and national research strategy.

The organization of the programme, methods used to ensure the transfer of knowledge and skills and its monitoring, as well as the ways in which doctoral students are introduced to researches and trained for independent planning and implementation of research, all contribute to the fact that the PhD programme is harmonized with the list of goals set in the *Research, Technology and Innovation Transfer Strategy*. It aims at encouraging academic excellence; creating an encouraging research environment; developing international collaboration and networking and establishing a system of introducing young researchers in the work of the University.

In the sphere of doctoral study programmes, the University's goal is to "improve the system of doctoral education, increase research productivity of young researchers and prepare them for various careers after obtaining the PhD title" (2014 *Research, Technology and Innovation Transfer Strategy*). In its plan and delivery, the doctoral study programme includes all of the listed elements. The University goal defined in the *Strategy* is also to attract "a larger number of quality international doctoral students, younger researchers", which is also the ambition of the PhD programme of ethnology and cultural anthropology.

In proposing the PhD programme, the proposers also took into account the provisions of following documents: *Quality Assurance System Strategy of the University of Zagreb*, *Study Programmes and Studying Strategy of the University of Zagreb*, and the *Internationalisation Strategy of the University of Zagreb*.

In addition to the strategic documents of the University of Zagreb, the proposers developed the PhD programme of ethnology and cultural anthropology in line with the *Developmental and Scientific Research Strategy of the Faculty of Humanities and Social Sciences of the University of Zagreb from 2018 to 2023*. The programme relies on the mission of the Faculty of Humanities and Social Sciences. It is dedicated to creating an environment which is enticing for the integration of young researchers and for the implementation of top-quality research in the field of humanities. This particularly pertains to the following strategic goals: integrating programmes on the level of postgraduate doctoral study programmes; internationalise postgraduate doctoral study programmes; improving the quality control system; attracting the best students and guiding the researches towards relevant cultural, social and economic topics and fields.

In the context of priority scientific topics defined by the Strategy of the Faculty of Humanities and Social Sciences, this study programme addresses all of the fields defined under the discipline of ethnology and anthropology: urban transformation; rural transformation; heritage and memory; culture and identity - the challenges of inclusiveness and the interaction of the community and the biological environment. In addition, the study programme analyses interdisciplinary topic of the highest priority: memory, heritage and cultural change; diversity, identities and social inequality; continuity and changes in national culture and language, and the methodological and epistemological challenges of modern science.

A.2.3. PRIOR EXPERIENCES OF THE PROGRAMME PROPOSER IN IMPLEMENTATION OF DOCTORAL STUDIES

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The Department of Ethnology and Cultural Anthropology of the Faculty of Humanities and Social Sciences has a long-standing tradition in the successful implementation of doctoral study programmes. The first postgraduate study programme of ethnology at the Department was introduced in 1961 and was performed in several cycles until 1983.

Since 1995, the doctoral programme is organized as a postgraduate scientific study programme of ethnology, with the possibility of completing the study programme lasting 2 years and acquiring the academic title of master of philosophy, or lasting 3 years and gaining the academic title of doctor of philosophy. In 2006, following the higher education system reform (the so-called Bologna process), a new PhD programme in ethnology and cultural anthropology was developed. The competition for entry of candidates was held every second year. The final generation was enrolled in 2017. In the last five years, the study programme was completed by eight students.

The programme proposer and provider of previous study programmes was the Department of Ethnology and Cultural Anthropology. In the implementation of the study programmes, the Department has collaborated with renowned Croatian scientists, particularly those from other departments of the Faculty of Humanities and Social Sciences and the Institute of Ethnology and Folklore Research, as well as with scientists from abroad, primarily those from the University of Ljubljana (Slovenia), University of Bergen (Norway), Malmö University (Sweden) and the University of Edinburgh (Great Britain). Such collaborations ensured high quality of classes, a direct link between current researches and classes, quality and research-active mentors and academic (internal) control of the quality of the doctoral topics and doctoral theses approval.

A.2.4. INTERNATIONAL RECOGNISABILITY OF THE PROPOSER OF THE DOCTORAL STUDY IN SCIENTIFIC OR ARTISTIC RESEARCH, OR ARTISTIC CREATION

The Department of Ethnology and Cultural Anthropology is part of the international academic and professional environment. The intensive international collaboration in the field of higher education was developed in various ways: teaching staff and students' mobility on all levels of study; conducting joint scientific projects; organising collaborative field researches, summer schools and scientific conferences that included guest lectures and international students; participation of members of the Department on conferences and researches organized by international partners; publishing of books and scientific journals with international contribution, etc. We particularly emphasize the involvement of the teaching staff in the work of international professional organizations, such as SIEF which was presided in two cycles by the faculty member of the Department (*Société Internationale d'Ethnologie et de Folklore*).

The Department participates in various international networks that increase the mobility of doctoral students, as well as the connect doctoral students and study programme teaching staff with international researchers and scientific and scientific-teaching institutions. Since 1995, the Department is a signatory of the Central European Exchange Programme for University Studies - CEEPUS that enables students research residence for the purpose of writing their doctoral dissertation at foreign scientific-teaching institutions. The Department of Ethnology and Cultural Anthropology is an active member of the CEEPUS network *Borders and Borderlines in Cultural Anthropology in the University Education* that includes the universities from Prag and Pardubice (the Czech Republic), Ljubljana and Koper (Slovenia), Krakow and Warsaw (Poland), Bratislava ad Nitra (Slovakia), Bucharest (Romania), Shkodër (Albania), Vienna and Graz (Austria), Sofia, Blagoevgrad and Shoumen (Bulgaria), Szeged (Hungary), Skopje and Tetovo (North Macedonia). Likewise, the Department has signed agreements with numerous European universities that enable doctoral students

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to use Erasmus+ scholarships, i.e. staying and attending classes at a foreign high education institution. This includes universities in Sofia and Plovdiv (Bulgaria), Tartu and Tallin (Estonia), Joensuu and Kuopio (Finland), Mainz (Germany), Szeged (Hungary), Padua (Italy), Riga (Latvia), Bergen (Norway), Gdansk, Warsaw, Lodz, Wroclaw and Krakow (Poland), Ljubljana (Slovenia), and Elche (Spain). The Department is part of the *University Network for the Preservation of Intangible Cultural Heritage in Southeast Europe* founded in 2018, and the PhD programme of ethnology and cultural anthropology is part of the international doctoral study programme “Transformations in European Societies” that enables doctoral students to perfect their skills in summer schools and workshops.

The fruitful collaboration between the Department and international partners is also based on bilateral agreements between the Faculty of Humanities and Social Sciences, and consequently the University of Zagreb, and foreign universities. Due to the variety of types of collaboration and its regularity, it is important to emphasise the agreements signed with the Jagiellonian University in Krakow (Poland), the University of Bergen (Norway) and the University of Ljubljana (Slovenia).

The continued collaboration and hosting of renowned international scientists, including Croatian scientists working abroad, particularly within classes at the PhD programme in ethnology and cultural anthropology, but also within the Mobility and International Cooperation of Ethnologists and Cultural Anthropologists (Mobile ECA) that operates within the Department, all contribute to the international visibility of the Department.

A.2.5. COMPARABILITY WITH SIMILAR DOCTORAL PROGRAMMES OF HIGHLY RANKED FOREIGN UNIVERSITIES

The most significant postgraduate doctoral studies in the field of ethnology and cultural anthropology in Western and Middle Europe were developed in the tradition of critical European ethnology, which was also the inspiration for the PhD programme in ethnology and cultural anthropology at the University of Zagreb. Its comparability with trends in the development of “European ethnology” in Western and Middle Europe is visible in the Zagreb postgraduate study programme via its orientation on the research segment of the postgraduate study programme, emphasis placed on the interconnection of doctoral students and the researchers of the home institution, emphasis placed on the internationalisation of the study programme, student and teaching staff mobility, as well as the thematic orientation on contemporary and strategic topics such as migration, urbanity, politics of memory, social transformation, culture of work, gender-sensitive research of contemporary cultural and social reality. The PhD programme gained its European visibility in 2016 with the invitation to participate in the international network of doctoral study programmes of ethnology and cultural anthropology of the Ludwig Maximilians University from Munich - “Transformations in European Societies”. In relation to the prestigious doctoral study programmes of highly ranked universities in this network, such as the doctoral study programmes at the Ludwig Maximilians University in Munich, the University of Basel, The Karl-Franzes University in Graz, the University of Copenhagen (Saxo Institute) (that, alongside the Heriot-Watt University in Edinburgh, the University of Murcia and the Tel Aviv University comprise the said network), the University of Zagreb has built up a reputation using its expertise in regional researches with a global impact, and its methodological approaches and theoretical scope achieved the highest standards of these universities.

On a regional level, one of the most prominent ones is the interdisciplinary doctoral study programme of the University of Ljubljana at the Department of Ethnology and Cultural Anthropology entitled “Humanistika in družboslovje / Etnologija, kulturna in socialna antropologija” (Humanities and Social Sciences / Ethnology, Cultural and Social Anthropology), which is a complementary study programme oriented towards researching topics from contemporary ethnology and cultural anthropology and encouraging research

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independence and developing methodological research competences. In Serbia, the Faculty of Philosophy of the University of Belgrade, Department of Ethnology and Anthropology, performs the “Doctoral Study Programme of Ethnology-Anthropology”. Unlike the current Croatian and Slovenian models of postgraduate doctoral study programmes, the doctoral study programme of the University of Belgrade has greater class load expressed in the share of ECTS points awarded for classes in relation to the share of ECTS points awarded for research.

A.2.6. REQUIREMENTS FOR ADMISSION TO THE STUDY PROGRAMME

The right to admission to the PhD programme in ethnology and cultural anthropology is granted to persons who have completed the university graduate study programme in the discipline of ethnology and anthropology with the lowest grade point average of 4.0. Apart from that, it is necessary to provide recommendations by two university teaching staff, a letter of acceptance by the potential mentor, a CV and a doctoral research proposal. Persons who have completed graduate studies from other scientific fields and disciplines in the Republic of Croatia and abroad are also eligible to enroll into the study programme. This category of applicants can be required to take differential exams and given a deadline for passing of these exams upon the entry.

Applicants that had previously attended, but not completed, another university doctoral study programme are also eligible to transfer to this doctoral study programme. The decision on evaluating and acknowledging ECTS points obtained at a previous study programme, as well as on the enrollment into the adequate semester of the regular PhD programme in ethnology and cultural anthropology is reached by the Doctoral Study Programme Council.

Foreign citizens can enroll into the study programme under equal conditions as citizens of the Republic of Croatia.

A.2.7. DESCRIPTION OF THE SELECTION OF APPLICANTS WITH A SPECIAL EMPHASIS ON DESCRIPTION OF ADMISSION REQUIREMENTS CRITERIA AND TRANSPARENCY OF THE APPLICANT SELECTION PROCEDURE

The selection of applicants for the PhD programme in ethnology and cultural anthropology is conducted based on the application to a public tender which is published by the constituent of the University authorised to perform the doctoral study programme. The transparency of the applicant selection procedure is guaranteed by publicly available evaluation criteria that follow the Regulation on Doctoral Studies at the University of Zagreb. The evaluation criteria involve: success at the university graduate study programme, demonstrated interest in scientific research (expressed during the interview with the applicants, which is part of the tender procedure, as well as in the CV which should include: the list of participation in research projects during or after the graduate study programme, papers published in scientific journals, additional formal and informal knowledge, skills, and language competences, etc.), the doctoral research proposal, recommendations of at least two university professors, a letter of acceptance of potential mentorship by the teaching staff listed at the list of potential mentors of the PhD programme in ethnology and cultural anthropology.

The website of the PhD programme in ethnology and cultural anthropology lists the potential mentors and their contacts, as well as the fields in which they can provide mentorship to doctoral students. As part of the tender documentation, the applicant submits the mentor’s consent for accepting the mentorship. Agreement with the potential mentor before applying to the tender for enrollment into the study programme therefore constitutes a condition for a successful application. The “Consent Form of Potential Mentor” includes data on the doctoral research proposal, an assessment of the relevancy of the proposed topic and a candidate recommendation.

The doctoral program introduces mandatory appointment of internal mentor from the list of potential mentors in cases the external supervisors is proposed to mentor the potential doctoral student. This is

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pertaining to the cases of external project leaders who, in the course of their projects, planned a research position for a doctoral student. In such cases, the doctoral student proposes the second mentor from the list of teaching staff and potential mentors of the study programme and obtains the consent of the second mentor in applying to PhD call for applications.

The doctoral research proposal is a detailed description of the research the applicant wishes to conduct within the doctoral programme. The proposal is submitted as part of the application process for enrolment into the postgraduate doctoral study programme. The proposal must contain: a summary of the research proposal, the goal and purpose of the doctoral research, the overview of the state-of-the art, the theoretical framework and methodological approach to be applied in the doctoral research, personal motivation and qualifications for conducting the research, a timeline, ethical statement, approximate budget, and references. The proposal should amount up to 10 pages (18 000 characters with spaces) and is submitted on the "Prijedlog_DR_EKA" form, available on the website of the Postgraduate Doctoral Study Programme. The research proposal demonstrates the applicant's familiarity with contemporary research approaches and theories, the ability to communicate the scientific interests and propose innovative and relevant research topics.

The Tender Committee has the task to evaluate all received applications and conduct interviews with all of the applicants. The Committee suggests to the Doctoral Study Programme Council the applicants that fulfil the evaluation criteria. When selecting candidates, the Committee is guided with the excellence criteria that relates to the success in the previous study programme, interest in scientific work and the quality of the research proposal.

The list of students that have gained the right to enroll into the study programme will be publicly announced on the Faculty website. In collecting and processing personal data the Faculty will follow The General Data Protection Regulation 2016/679 guidelines.

A.2.8. DESCRIPTION OF THE INSTITUTIONAL MANAGEMENT OF THE STUDY

The doctoral programme is managed by the Doctoral Study Programme Council, the head of the postgraduate study programme and their deputy. The Doctoral Study Programme Council is comprised of teaching staff who in the current academic year perform classes on the doctoral study programme and representatives of doctoral students. The Doctoral Study Programme Council proposes to the Postgraduate Study Programmes Council and the Council of the Faculty of Humanities and Social Sciences the head and the deputy of the postgraduate doctoral study programme. The decision on their appointment is reached by the Faculty Council.

The Doctoral Study Programme Council establishes the three-member Guidance Committee, suggests the appointment of committees for evaluating the dissertation research proposal and appointing mentors, the committee for evaluating and defending the doctoral dissertation. The Guidance Committee is comprised of the head of the study programme and two members of the teaching staff involved in the study programme. Their role is to help the study advisor and the appointed mentor in mentoring and to monitor the quality of the mentoring. The Doctoral Study Programme Council works closely with the Ethical Committee of the Department of Ethnology and Cultural Anthropology, and if necessary with the Ethical Committee of the Faculty as well. The Doctoral Study Programme Council appoints an ECTS coordinator who ensures the implementation of the ECTS points system. The ECTS coordinator can be a person appointed to a research-and-teaching rank in the relevant scientific field and a staff member of the Department.

A.3. CURRICULUM OF THE DOCTORAL STUDY

A.3.1. DESCRIPTION OF THE STRUCTURE OF THE PROGRAMME OF THE DOCTORAL STUDY

The doctoral programme is developed with the goal of ensuring the highest level of education for students in the field of ethnology and anthropology. By completing the programme, the doctoral students shall achieve the following learning outcomes and will be able to:

- explain and critically evaluate the complex relations between historical and contemporary trends, concepts and conceptions in the field of ethnology and cultural anthropology
- define and develop a new professional terminology in ethnology and cultural anthropology
- develop new theoretical insights and methodological approaches that represent a scientific contribution to ethnology and cultural anthropology
- independently design and conduct scientific research and to analyse and interpret collected ethnographic data
- independently design and conduct a qualitative ethnographic research sections within complex multidisciplinary ethnographic projects
- participate in interdisciplinary projects by using their expertise in the discipline of ethnology and anthropology
- critically address and resolve ethical challenges
- critically discuss current social and cultural phenomena
- disseminate and communicate the research results to various target groups and demonstrate a sensibility towards vulnerable social groups in various context, as well as a positive attitude towards democratic values.

By meeting all of the prescribed requirements and by publicly defending the dissertation, the student earns the academic title of doctor of philosophy (dr. sc.) within the field of humanities and scientific discipline of ethnology and anthropology.

The load in the PhD programme is expressed in ECTS points. During the programme, the doctoral student must obtain at least 180 ECTS points. Out of this, 40 ECTS points, i.e. 22% of the total load planned by the programme is gained through required and elective courses. The remaining 140 ECTS points, i.e. 78% of the total load planned by the programme, is assigned to the independently conducted research of the doctoral student, the work with the mentor and the academic communication with the teaching staff and doctoral students within the doctoral workshops and practicums.

The PhD programme includes various types of classes that involve required and elective courses, but also research tasks, *privatissimum* (working with the study advisor and the designated mentor), doctoral workshops and practicums and other activities (see later in text). Classes in the form of required and elective courses are performed solely in the first year of study. The emphasis of the programme is placed on independently conducted research and work with the mentor.

During the first semester, the doctoral student, together with the study advisor and members of the Guidance Committee develop the Research Plan and the individual development plan that establishes the doctoral student's activities during the study programme.

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Required and elective courses during the first year of study enable the doctoral students to acquire ethnological and cultural-anthropological competences necessary for reflecting upon and conducting independent research, as well as acquiring specific knowledge and skills in different sub-disciplinary fields. Courses and work with the teaching staff, as well as conducting discussions with other teaching staff and doctoral students during the first year of study are intended to help the doctoral student develop the proposed topic of the doctoral dissertation and prepare it for submitting to evaluation and public defence procedure before enrolling in the second year of study.

During all six semesters, the student is required to conduct the research on the doctoral project, with guidance from the study advisor and/or appointed mentor and members of the Guidance Committee.

The student acquires specific competences during the communication established within the framework of the Doctoral workshops that are planned according to the needs and interests of the doctoral students. The content of the doctoral workshops can may be related to theoretical and methodological approaches, recent research findings and inovative projects conducted by teaching staff, as well as to generic and transferable content.

All doctoral courses and workshops are open to doctoral students of other doctoral programmes of the University of Zagreb, as well as other universities. The right to participate in the courses and workshops will be granted upon individual request in accordance with the capacities of the program and upon learning agreement set previously to admitting an external student to the course or workshop.

The student presents the progress within a semester before the teaching staff and doctoral students once per semester, on the Doctoral practicum. Participants in the doctoral practicums are doctoral students, mentors, members of the Guidance Committee and the teaching staff of the PhD programme.

The tabular display of the structure of the PhD programme with the load expressed in hours and ECTS points:

YEAR OF STUDY	SEMESTER OF STUDY	STUDENT OBLIGATIONS	CONTACT HOURS	LOAD IN ECTS
I	1	Required course: Critical approach to theory in cultural anthropology	20	10
		Elective course / Individual classes	10	5
		Elective course / Individual classes	10	5
		Research I	-	5
		<i>Privatissimum</i> (Work with the study advisor) I	10	5
		Doctoral workshop I	6	3
		Doctoral practicum I	-	2
	2	Required course: Qualitative research strategies and research ethics	20	10
		Elective course / Individual classes	10	5
		Elective course / Individual classes	10	5
		Research II	-	5
		<i>Privatissimum</i> (Work with the study advisor) II	10	5
Doctoral workshop II	6	3		

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		Doctoral practicum II	-	2
II	3	Research III and writing the doctoral dissertation	-	10
		<i>Privatissimum</i> (Work with the mentor) III	10	5
		Doctoral workshop III	6	3
		Doctoral practicum III	-	2
		Other activities – elective	-	5
	4	Research IV and writing the doctoral dissertation	-	10
		<i>Privatissimum</i> (Work with the mentor) IV	10	5
		Doctoral workshop IV	6	3
		Doctoral practicum IV	-	2
		Other activities – elective	-	5
III	5	Research V and writing the doctoral dissertation	-	15
		<i>Privatissimum</i> (Work with the mentor) V	10	5
		Doctoral workshop V	6	3
		Doctoral practicum V	-	2
		Other activities – elective	-	5
	6	Research VI and writing the doctoral dissertation	-	20
		<i>Privatissimum</i> (Work with the mentor) VI	10	5
		Other activities - elective	-	5
Total				180

Required courses / Required classes refers to the two mandatory courses intended for all enrolled students. The required courses comprise of lectures and seminars that problematise contemporary cultural-anthropological theories (course “Critical approach to theory in cultural anthropology”) and methodological research strategies and ethics (course “Qualitative research strategies and research ethics”). These courses serve as the foundation for the development of theoretical concepts and methodological approaches in individual doctoral researches. The purpose of the mandatory courses is to ensure that students are versed in the current theoretical and methodological thinking in anthropology. Their role is to discuss the contemporary disciplinary debates and to provide a concrete theoretical and methodological framework for specific research focuses and topics proposed by the doctoral students. ECTS working load represents the amount of the in-class lectures and individual work of the doctoral student on the development of the theoretical and methodological parts of the future doctoral dissertation. Required courses bring 10 ECTS points each.

Elective courses / Elective classes refer to the four elective courses that the student selects in consultation with the study advisor and members of the Guidance Committee. These can be:

- a) an elective course from the home PhD programme. An elective course represents individual classes, i.e. classes that can be performed *ex privata* with the selected teacher involved in the doctoral programme. The student selects elective courses from the list of offered elective courses.

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The list reflects the recent research focus of the teaching staff involved in the programme. Classes on the elective course are shaped depending on the needs of the doctoral project, and are based on the expertise of the teacher. These courses bring 5 ECTS points each.

b) elective course from another postgraduate study programme. The student may also enrol in an elective course from another doctoral programme or, as an exception, participate in the graduate classes of any study programme of the University of Zagreb, if the content of the course should correspond to the topic of the doctoral research, i.e. if so required by the topic of the doctoral dissertation and if approved by the Individual study plan. Acknowledging ECTS points in line with the load on these classes is performed by the ECTS coordinator, and approved by the Doctoral Study Programme Council.

Research refers to individual research of the doctoral student that is monitored and evaluated by the mentor, based on the research plan. Load expressed in points per semester and years of study is increased in line with the increased scope of work on the research and writing the doctoral dissertation during the study programme. During the first year of study, the research brings 5 ECTS points, while in the second year it amounts to 10 ECTS points. In the third year, 15 ECTS points is awarded to research in the fifth semester, and 20 ECTS points in the sixth semester.

Privatissimum / Work with the study advisor and appointed mentor refers to consultation with the mentor, i.e. consulting classes between the student and the study advisor during the first year of the study programme, i.e. the appointed mentor during the later years of the study programme. The mentor can organise mentorship classes as group classes for three students simultaneously. Through mentorship classes, the mentor determines the student's requirements pertaining to the PhD programme, monitors the student's progress, advises on the study plan and monitors its implementation. Through mentorship classes, the students prepare for fulfilling their requirements for the practicum and report and discuss particular phases in the making of the doctoral dissertation (thesis), with the mentor's guidance. The course brings 5 ECTS points.

Doctoral practicum refers to a continued form of monitoring the work and progress of the doctoral student, in which the doctoral student presents their assignments. The doctoral student prepares for the practicum by working with the mentor. Doctoral practicums include oral presentation by the doctoral student before the teaching staff engaged with the programme, mentors and fellow students. In the doctoral practicum, doctoral students present the results of their research: they present an overview of the research, methodological strategies, the preliminary/initial phase of the research; problematise the theoretical conceptualisation of the work; present insights gained from fieldwork and the results of the data analysis. At the Doctoral practicum I, which takes place in the first semester of the study programme, the doctoral student will publicly defend the Research Plan and the individual development plan, as well as the results of the first phase of the research. At the Doctoral practicum II, which takes place in the second semester of the study programme, the doctoral student will present the research proposal. The practicum brings 2 ECTS points.

Doctoral workshop is a form of intensive classes that combines lectures and practical exercises, held on a one-time basis. The workshop can problematise different topics from a specific field within the doctoral study programme, or transfer generic knowledge and skills. The workshop is conducted by the teaching staff

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of the doctoral study programme or guest lecturers. Prior to the start of the workshop, the person conducting the workshop provides the students with a set list of literature and/or practical assignments, and the students prepare for the workshop by bringing completed assignments. The workshop brings 3 ECTS points.

Other activities include elective activities such as: Published scientific paper with the topic from the doctoral dissertation; Published professional paper with the topic from the doctoral dissertation; Teaching/assisting at university level classes (in the duration of one semester, minimum of 45 norm-hours); Presentation at a scientific conference; Presentation/participation at a round table; Outreach activities, popularisation of science; Participation in international study and research mobility (ECTS points awarded depending on the length of stay and course load); Professional internship in Croatia or abroad (ECTS points awarded depending on the duration of internship and work load); Organizing team fieldwork research; Organizing a scientific or professional conference or round table; Volunteering (work in the community) (ECTS points awarded depending on the duration and work load); Other activities accepted by the Doctoral Study Programme Council based on ECTS points assessment and recognition by the Departmental ECTS coordinator. These activities bring 1 - 5 ECTS points.

List of elective Other activities and ECTS points:

OTHER ACTIVITIES	ECTS
Published scientific paper with the topic from the doctoral dissertation (one paper obligatory)	5
Published professional paper with the topic from the doctoral dissertation	2
Teaching/assisting at university level classes (in the duration of one semester)	5
Presentation at a scientific conference	2
Presentation/participation at a round table	1
Outreach activities, popularisation of science (presentation, podcast, blog, workshops)	1
Participation in international study and research mobility	1-5
Professional internship in Croatia or abroad	1-3
Organization of team fieldwork research	1-2
Organization of a scientific or professional conference or round table	1-2
Volunteering (work in the community)	1-3
Knowledge of another foreign language (levels A, B or C according to the CEFRL, in speaking and writing)	2
Other activities accepted by the Doctoral Study Programme Council	1-5

A.3.2. DESCRIPTION OF THE MANNER OF TRAINING DOCTORAL STUDENTS FOR ACQUISITION OF SCIENTIFIC OR ARTISTIC KNOWLEDGE, EXPERIENCES AND SKILLS THAT WILL ENABLE THEM TO SOLVE COMPLEX SOCIAL AND ECONOMIC PROBLEMS CREATIVELY AND ON THE BASIS OF RESEARCH

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The PhD programme involves various types of classes and ways of collaboration between the doctoral students and the teaching staff and researchers, which enables gaining scientific insights, knowledge, experience and skills.

The two required courses - "Critical approach to theory in cultural anthropology" and "Qualitative research strategies and research ethics" - enable the students to acquire knowledge and skills in ethnology and cultural anthropology necessary for reflecting upon, creating and conducting independent research of cultural and social processes. The courses put an emphasis on the development of independent work and scientific creativity, as well as analytical and critical approaches to theory and socio-cultural phenomena and processes. The four elective courses enable the students to acquire specific knowledge in different sub-disciplines of ethnology and cultural anthropology and to familiarize themselves with contemporary research and scientific production in the specific field of their research.

The doctoral workshops enable the students to get to know the concrete issues of contemporary research and acquire scientific skills such as literature analysis, formulating problems and research hypotheses, selecting and applying methodological tools, recognizing and solving ethical challenges in research, and using analytic tools. The purpose of the workshop is to develop practical knowledge and skills, critical thinking and scientific communication through exercises and discussions.

The doctoral practicum enables acquiring the skills of scientific communication of research results, as well as developing skills related to the sharing of scientific ideas, academic dialogue and professional discussion.

By awarding points, the study programme encourages doctoral students to participate in various activities aimed at providing academic writing skills (publishing scientific or professional papers), communicating scientific results (presenting at conferences, round table discussions, public lectures) and planning and implementing a scientific and professional research (preparing field research).

A.3.3. DESCRIPTION OF THE PROGRAMME POTENTIAL FOR TRAINING DOCTORAL STUDENTS FOR AN INDEPENDENT, RESEARCH-BASED AND INTERDISCIPLINARY APPROACH TO PROBLEMS, FOR INDEPENDENT RESEARCH AND FOR CRITICAL EVALUATION OF THE WORK OF OTHERS

An independent, research-based and interdisciplinary approach to problems is encouraged through the classes and other activities of the PhD programme. Within the required and elective courses, under the mentorship of the teaching staff, the doctoral student independently performs their tasks, most often by conducting independent research, using the scientific apparatus and contemporary interdisciplinary approaches. During all six semesters of the study programme, the student is required to conduct a research and to present the results, using substantiated arguments, at the doctoral practicum, before the teaching staff and other doctoral students. The success of the independently conducted research is evaluated and points are awarded, which enables the doctoral student to develop during the study programme. The doctoral student is encouraged to write scientific and professional papers.

The skill of critical evaluation of others' work is acquired at the required and elective courses, particularly through critical reading of literature and critical written and oral reflections, as well as on the doctoral practicum through a dialogue between the teaching staff, researchers and the doctoral students.

A.3.4. DESCRIPTION OF THE PROGRAMME POTENTIAL FOR ACQUISITION OF WORK COMPETENCES, INCLUDING LIST OF COURSES FOR DEVELOPMENT OF GENERIC AND TRANSFERABLE SKILLS

Acquiring work competences is enabled by encouraging and awarding points for elective activities such as teaching/assisting at university level classes, professional internship, participation in the preparation of

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fieldwork research, participation in the preparation of a scientific or professional conference, volunteering (work in the community).

Acquiring and developing generic and transferable skills is also encouraged through doctoral workshops for the development of generic and transferable skills that include:

List of workshops for the development of generic and transferable skills	ECTS
Finding relevant sources of information and organising references	3
Research data management	3
Writing and publishing, paper impact	3
Publicity, visibility and intellectual property	3
Education, communication and working in an intercultural and cross-cultural environment	3
Publishing a scientific paper in social sciences and humanities	3
Ethics in social sciences and humanities	3
Academic writing in Croatian	3
Academic writing in English	3
Teamwork skills	3

Considering the specificities of different expert knowledge and skills, the following experts - staff of the Faculty of Humanities and Social Sciences Library - participated in the conceptualisation of certain doctoral workshops: Inja Cahun Kisić, Marijana Glavica, Vedran Halamić, Iva Melinščak Zlodi, Dorja Mučnjak, Višnja Novosel, Željka Salopek and Denis Vlašiček, as well as Petra Barbarić, head of the Foreign Languages Centre of the Faculty of Humanities and Social Sciences.

A.3.5. POTENTIAL OF THE STUDY FOR ESTABLISHING COOPERATION WITH OTHER HIGHER EDUCATION INSTITUTIONS, RESEARCH INSTITUTES, AND PRIVATE AND PUBLIC BUSINESS SECTORS

The PhD programme establishes cooperation with other higher education institutions, research institutes, and private and public business sectors through classes, elective activities, working with the mentor and cooperation with scientists and experts.

Teaching staff from Croatian and foreign universities and research institutes are involved in the study programme as lecturers, guest lecturers, members of the Committee for the Defence of the Dissertation Research Proposal, members of the Committee for the Defence of the Doctoral Dissertation and as members of the Guidance Committee. The teaching staff and researchers on the PhD programme are heads and members of various national and international scientific and expert projects (list attached), in which they also involve doctoral students.

Doctoral students are encouraged to spend part of their studies at another higher education institution. The Department of Ethnology and Cultural Anthropology has signed agreements with numerous European universities that enable doctoral students to use Erasmus+ and CEEPUS scholarships.

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The Erasmus+ scholarship enables the students to stay and attend classes at a foreign high education institution. This includes universities in Sofia and Plovdiv (Bulgaria), Tartu and Tallin (Estonia), Joensuu and Kuopio (Finland), Mainz (Germany), Szeged (Hungary), Padua (Italy), Riga (Latvia), Bergen (Norway), Gdansk, Warsaw, Lodz, Wroclaw and Krakow (Poland), Ljubljana (Slovenia), and Elche (Spain).

The CEEPUS (Central European Exchange Programme for University Studies) scholarship enables doctoral students research residence for the purpose of writing their doctoral dissertation at foreign scientific-teaching institutions, both within the network and outside of it (as freemovers). The Department of Ethnology and Cultural Anthropology is an active member of the *Borders and Borderlines in Cultural Anthropology in the University Education* network that includes the universities from Prag and Pardubice (the Czech Republic), Ljubljana and Koper (Slovenia), Krakow and Warsaw (Poland), Bratislava and Nitra (Slovakia), Bucharest (Romania), Shkodër (Albania), Vienna and Graz (Austria), Sofia, Blagoevgrad and Shoumen (Bulgaria), Szeged (Hungary), Skopje and Tetovo (North Macedonia).

Erasmus+ programmes also enable doctoral students' mobility for the purpose of professional internship at a foreign teaching or research, cultural or other institution, as well as in institutions, associations and companies that are part of the public, non-governmental and private sectors.

Participation in the preparation of international scientific conferences organised by the Department or the Faculty enables doctoral students to meet and work directly with foreign experts.

Teaching and research activities at the Faculty of Humanities and Social Sciences and the Department of Ethnology and Cultural Anthropology facilitate meeting international experts and scientists. The Mobility and International Cooperation of Ethnologists and Cultural Anthropologists platform (Mobile ECA) that operates within the Department regularly organises international guest lectures.

A.3.6. REQUIREMENTS FOR STUDENTS' ADVANCING DURING THE STUDY

Requirements for enrollment into the second semester:

- completed Research Plan and individual development plan
- one obligatory course taken and passed (10 ECTS)
- two elective courses taken, at least one passed (5+5 ECTS)
- one research phase completed - Research I (according to the Research Plan) (5 ECTS)
- *Privatissimum* I completed (Work with the study advisor) (5 ECTS)
- Doctoral workshop I completed (3 ECTS)
- Doctoral practicum I completed (Research Plan, individual development plan and the results of the research publicly defended before the teaching staff and students) (2 ECTS).

Requirements for enrollment into the third semester:

- one obligatory course taken and passed (10 ECTS)
- two elective courses taken, at least one passed (5+5 ECTS)
- one research phase completed - Research II (according to the Research Plan) (5 ECTS)
- *Privatissimum* II completed (Work with the study advisor) (completed research proposal, i.e. doctoral dissertation research proposal that shall be submitted to the Ethical



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Committee before the public synopsis defence; completed synopsis on the dr.sc. 01 form) (5 ECTS)

- Doctoral workshop II completed (3 ECTS)
- Doctoral practicum II completed (doctoral research proposal presented before the teaching staff and students) (2 ECTS)
- Doctoral dissertation synopsis submitted for review.

Requirements for enrollment into the fourth semester:

- one research phase completed - Research III (according to the Research Plan) (10 ECTS)
- *Privatissimum* III completed (Work with the mentor) (5 ECTS)
- Doctoral workshop III completed (3 ECTS)
- Doctoral practicum III completed (2 ECTS)
- One elective activity from the list completed (5 ECTS)

Requirements for enrollment into the fifth semester:

- All elective courses passed
- one research phase completed - Research IV (according to the Research Plan) (10 ECTS)
- *Privatissimum* IV completed (Work with the mentor) (5 ECTS)
- Doctoral workshop IV completed (3 ECTS)
- Doctoral practicum IV completed (2 ECTS)
- One elective activity from the list completed (5 ECTS)

Requirements for enrollment into the sixth semester:

- one research phase completed - Research V (according to the Research Plan) (15 ECTS)
- *Privatissimum* V completed (Work with the mentor) (5 ECTS)
- Doctoral workshop V completed (3 ECTS)
- Doctoral practicum V completed (2 ECTS)
- One elective activity from the list completed (5 ECTS)

During the sixth semester:

- one research phase completed - Research VI (according to the Research Plan) (15 ECTS)
- *Privatissimum* VI completed (Work with the mentor) (5 ECTS)
- Doctoral workshop VI completed (3 ECTS)
- One elective activity from the list completed (5 ECTS)
- other activities - elective (5 ECTS).

Remaining requirements by the end of the study programme:



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- other activities - obligatory (published scientific paper)
- Public defence of the doctoral dissertation.

A.3.7. REQUIREMENTS FOR APPROVING THE PROPOSAL OF THE DOCTORAL DISSERTATION

The student enrolls into the PhD programme with a proposed mentor and a research proposal submitted in the course of the application. During the first year of study, the doctoral student should elaborate the research proposal, create a proposal (synopsis) of the doctoral dissertation and publicly defend it before enrolling into the third semester, i.e. the second year of study.

The dissertation research proposal (synopsis) is made by the doctoral student in close cooperation with the study advisor, and they discuss the proposal with other teaching staff and students, particularly on the doctoral workshops and practicums.

If the topic is related to a research that involves human participants, the doctoral student is required to submit the doctoral dissertation research proposal to the Ethical Committee of the Department of Ethnology and Cultural Anthropology of the Faculty of Humanities and Social Sciences. After an ethical approval for the research project has been granted by the Ethical Committee, the doctoral student may proceed with submitting the research proposal. The research proposal should contain: introduction, overview of the state-of-the art, goals and hypotheses, methodology, original scientific contribution, and list of relevant bibliography that forms the starting point for the research.

The PhD Programme Council discusses the research proposal and the suggested mentor (or mentors) and forms a committee for research proposal evaluation, which constitutes of three or five members.

After the committee has been appointed, the public defence of the doctoral dissertation proposal follows, which is an integral part of the doctoral dissertation approval. The committee for research proposal evaluation assesses the original scientific contribution and the financial and organisational feasibility of the research. It also proposes a mentor after the public defence of the doctoral dissertation topic.

The research proposal submission, the report of the Committee on the public defence, are prepared on forms whose contents are prescribed by the University of Zagreb.

The final decision on the acceptance of the doctoral dissertation proposal is reached by the Senate of the University of Zagreb. The decision of the Senate on approving the initiation of the procedure for obtaining the title of doctor of philosophy is delivered to the doctoral student, the mentor(s) and the head of the doctoral study programme.

After the decision on accepting the doctoral dissertation research proposal and the mentor, the doctoral student may proceed with the research project and writing of the dissertation.

A.3.8. REQUIREMENTS FOR COMPLETION OF STUDY

During the study, the doctoral student must obtain at least 180 ECTS points and publicly defend their doctoral dissertation. **Grading and defending the doctoral dissertation**

Submitting the doctoral dissertation

Requirements for submitting the doctoral dissertation:



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- All the requirements of the PhD programme the student enrolled have been fulfilled.
- Research proposal approved by the Senate of the University of Zagreb.
- At least one scientific paper with international review published or accepted for publishing, whose topic must be related with the doctoral research (single-authored or co-authored with a doctoral student as main contributor).
- The authenticity of the doctoral dissertation verified via the PlagScan programme.
- Mentor's written consent on the conducted research and original scientific contribution achieved.

Appointing the Committee for the Evaluation and Defence of the Doctoral Dissertation

After the doctoral dissertation has been submitted, the PhD Programme Council proposes to the Faculty Council to appoint members of the Committee for the Evaluation of the Doctoral Dissertation.

The requirements for the members of the Committee are established by the Regulation on Doctoral Studies at the University of Zagreb.

The Faculty Council reaches a decision on appointing the expert Committee for the Evaluation of the Doctoral Dissertation, and issues a Decision which is delivered to the members of the committee, the mentor, the doctoral student and the head of the PhD programme. With the Decision, members of the Committee also receive a written sample of the dissertation and the mentor's opinion.

Grading the doctoral dissertation

The Committee for the Evaluation and Defence of the Doctoral Dissertation must assemble a written report of the doctoral dissertation within three (3) months from the day of its appointment. Members of the Committee for the Evaluation and Defence of the Doctoral Dissertation and all persons who are granted insight into the doctoral dissertation are obliged to treat the data and insights from the dissertation with confidentiality until the defence, for the purpose of protecting the scientific contribution of the doctoral dissertation and intellectual property.

The evaluation of the doctoral dissertation is written on the form whose contents are prescribed by the University of Zagreb.

The President of the Committee prepares the evaluation based on the gathered opinions of members of the Committee, taking into account the mentor's opinion as well. The evaluation is signed by all members of the Committee. Each members of the Committee has the right to submit a separate opinion.

In the evaluation, the Committee for the Evaluation of the Doctoral Dissertation gives their opinion and proposes:

- accepting the doctoral dissertation with an explicit statement on the achieved original scientific or artistic contribution, or
- dissertation revision of the thesis and resubmission of the revised thesis for the purposes of re-examination, or



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- rejecting the doctoral dissertation, after which the doctoral student loses the right of gaining the title of doctor of philosophy at that study programme.

The evaluation of the doctoral dissertation is discussed and must be accepted by the PhD Programme Council.

If the Council agrees with the evaluation, the Doctoral Dissertation Evaluation is forwarded to the Faculty Council.

The Faculty Council issues a Decision on accepting, revision and resubmission, or rejecting the doctoral dissertation.

If the doctoral dissertation has been accepted, the Faculty Council shall approve the defence of the doctoral dissertation and approve the Committee for the Defence of the Doctoral Dissertation at the same session. The Committee for the Defence of the Doctoral Dissertation comprises of three or five members, who can be the same persons as in the Committee for the Evaluation of the Doctoral Dissertation.

As an exception, the defence can be performed before a different committee, with a written consent of the PhD Programme Council and accompanied by a decision of the Faculty Council, if there exist valid reasons for a member not being available to participate in the work of the committee.

The Faculty Council issues a Decision which is delivered to the members of the Committee for the Public Defence of the Doctoral Dissertation, the mentor, the doctoral student and the head of the study programme within 7 working days after the meeting of the Council.

Defending the doctoral dissertation

The defence of the doctoral dissertation is conducted after the adoption of the Committee for the Evaluation of the Doctoral Dissertation's positive report by the Faculty Council, a most within three (3) months.

After receiving the Faculty Council Decision, the President of the Committee arranges the date (date, time and place) for the defence of the doctoral dissertation with the members of the Committee and the doctoral student. The defence of the doctoral dissertation is public and should be held at the latest within two (2) months, and the public defence announcement must be published at least 8 days prior to the defence.

The notice on the public defence is delivered to members of the Committee for the defence of the Doctoral Dissertation, the mentor(s), the doctoral student and the head of the study programme. The public defence is announced on the Faculty's website.

The defence must take place in the premises of the University, i.e. the Faculty, and in the event of joint or double doctoral dissertations, the defence can take place at the other university.

If the defence is taking place in a foreign language, the minutes of the defence should be taken in Croatian and the foreign language.



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The defence procedure is determined by the protocol. The defence takes place in the language of the doctoral dissertation. The Minutes of the defence procedure are taken in Croatian, and in the event that the defence is taking place in another language, the Minutes are taken in that language as well, in two copies.

The Committee for the Defence of the Doctoral Dissertation issues a grade at the end of the defence. The grade at the defence can be: *rite, cum laude, magna cum laude* or *summa cum laude*. The grade is issued by a majority of votes of members of the Committee for the Defence of the Doctoral Dissertation.

The doctoral dissertation grade is written on the form prescribed by the University of Zagreb.

Issuing the certificate on completion of the doctoral study programme and storing the doctoral dissertation

The certificate on the completion of the doctoral study programme is issued at the Centre for Postgraduate Studies after submitting the documentation, and the storage is prescribed by the Regulations on Doctoral Studies at the University of Zagreb. The diploma is awarded by the University of Zagreb.

Conditions under which the students who terminated their postgraduate study or who lost the right of studying at one study programme can continue the study

Doctoral students who attended the PhD programme in ethnology and cultural anthropology that preceded this new doctoral study, as well as doctoral students who terminated another PhD study, and wish to enrol into the PhD study of ethnology and cultural anthropology, can submit a request for transferring to a new study programme to the PhD Programme Council. The PhD Programme Council shall consider the request and issue a decision pursuant to the conditions prescribed by the new Regulations on Doctoral Studies at the University of Zagreb.

Conditions under which the student acquires the right to a certificate on the completed part of the PhD programme as part of lifelong learning

The doctoral student of the PhD programme in ethnology and cultural anthropology can be issued a certificate on the completed part of the PhD programme with a list of completed requirements and the number of achieved points.

Conditions and manner of acquiring the title of doctor of philosophy (dr. sc.) after enrolling in the PhD programme and writing the doctoral dissertation without attending classes and passing exams

As an exception, the title of doctor of philosophy (dr. sc.) can be acquired by enrolling into the PhD programme and writing and defending the doctoral dissertation, without attending classes and meeting all other prescribed requirements. This exception refers to persons whose scientific achievements are equal to the conditions for appointment into scientific grades. The request with the necessary proofs of scientific work is submitted to the PhD Programme Council that proposes the establishment of an Expert Committee who issues a report with their opinion and proposal for acquiring the title of doctor of philosophy (it determines the conditions for enrolment and submitting the research proposal). The PhD Programme Council submits the report to the Faculty of Humanities and Social Sciences Faculty Council, which reaches a decision.

The decision of the Faculty of Humanities and Social Sciences Faculty Council is submitted to the Senate of the University of Zagreb for providing consent.

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Deadline for completion of study

The deadline for the completion of the study is prescribed by the Regulations on Doctoral Studies at the University of Zagreb and is 8 years from the date of enrolling into the study. This period of eight years does not include the standstill period for valid reasons (pregnancy, maternity, parental and adoption leave, longer illness, other valid and substantiated cases).

A.3.9. LIST OF REQUIRED AND ELECTIVE COURSES/MODULES, WITH NAMES OF COURSE COORDINATORS, NUMBER OF INSTRUCTION HOURS AND APPOINTED ECTS (IF ANY)

REQUIRED COURSES			
Course name	Course coordinator	Number of contact hours	ECTS
<i>Critical Approach to Theory in Cultural Anthropology</i>	dr. sc. Goran Pavel Šantek, professor dr. sc. Duško Petrović, assistant professor	20	10
<i>Qualitative Research Strategies and Research Ethics</i>	dr. sc. Sanja Potkonjak, associate professor dr. sc. Nevena Škrbić Alempijević, professor dr. sc. Marijana Belaj, professor	20	10

ELECTIVE COURSES/WORKSHOPS			
Course/workshop name	Course/workshop coordinator	Number of contact hours	ECTS
Qualitative Methodology and Ethnography			
<i>Situated Ethics in Ethnographic Research</i>	dr. sc. Sanja Potkonjak, associate professor dr. sc. Marijana Belaj, professor	10	5
<i>Creative Ethnography</i>	dr. sc. Tihana Rubić, assistant professor	10	5
<i>Geo-ethnography</i>	dr. sc. Tibor Komar, assistant professor	10	5
<i>Digital Ethnography</i>	dr. sc. Tibor Komar, assistant professor	10	5
<i>Affect Theory in Ethnology and Cultural Anthropology</i>	dr. sc. Nevena Škrbić Alempijević, professor	10	5
<i>Phenomenological Approaches in Ethnology and Cultural Anthropology</i>	dr. sc. Nevena Škrbić Alempijević, professor dr. sc. Hrvoje Čargonja, assistant professor	10	5
<i>Autoethnography as a Qualitative Approach and Method</i>	dr. sc. Tihana Rubić, assistant professor	10	5
<i>Performance Research Method</i>	dr. sc. Tvrtko Zebec, visiting professor	10	5
<i>Qualitative Methods in Spatial Analyses</i>	dr. sc. Sanja Lončar, assistant professor	10	5
<i>Photography and Qualitative Analysis of Socio-cultural Processes</i>	dr. sc. Tihana Rubić, assistant professor	10	5

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<i>Visual Research and Applied Visual Ethnography</i>	dr. sc. Tanja Bukovčan, assistant professor	10	5
<i>Doctoral Workshop Qualitative Methodology and Ethnography</i>	dr. sc. Sanja Potkonjak, associate professor dr. sc. Valentina Gulin Zrnić, visiting associate professor	6	3
Religion and socio-cultural processes			
<i>Holy Places, Pilgrimages and Tourism</i>	dr. sc. Marijana Belaj, professor	10	5
<i>Non-institutionalised Religiosity and Global Religious Movements</i>	dr. sc. Marijana Belaj, professor	10	5
<i>Anthropology of the Religious Experience</i>	dr. sc. Hrvoje Čargonja, assistant professor	10	5
<i>Doctoral Workshop Current Topics in Anthropology of Religion</i>	dr. sc. Marijana Belaj, professor dr. sc. Hrvoje Čargonja, assistant professor	6	3
Heritage and cultural policies			
<i>Heritage Construction and Policies</i>	dr. sc. Petra Kelemen, assistant professor dr. sc. Sanja Lončar, assistant professor	10	5
<i>Ethnology/Cultural Anthropology and the Scientific-Cultural Heritage</i>	dr. sc. Tihana Petrović Leš, professor	10	5
<i>Textile and Clothing - Markers of Historical Dynamics</i>	dr. sc. Tihana Petrović Leš, professor	10	5
<i>Religious Heritage and (Cultural) Policies</i>	dr. sc. Marijana Belaj, professor	10	5
<i>Tourism - Actors, Practices, Interactions</i>	dr. sc. Petra Kelemen, assistant professor	10	5
<i>Doctoral Workshop Heritage and Cultural Policies</i>	dr. sc. Petra Kelemen, assistant professor dr. sc. Sanja Lončar, assistant professor	6	3
Sports in a socio-cultural context			
<i>Sport and Social Changes</i>	dr. sc. Goran Pavel Šantek, professor	10	5
<i>Anthropology of the Body and Sport</i>	dr. sc. Goran Pavel Šantek, professor	10	5
<i>Anthropology of Football Cheering</i>	dr. sc. Goran Pavel Šantek, professor	10	5
<i>Anthropology of Children's Plays</i>	dr. sc. Goran Pavel Šantek, professor	10	5
<i>Sport and Disability</i>	dr. sc. Tibor Komar, assistant professor	10	5
<i>Sport, Nation and National Identity</i>	dr. sc. Goran Pavel Šantek, professor	10	5
<i>Doctoral Workshop Anthropological Approaches to Researching Sport</i>	dr. sc. Tibor Komar, assistant professor	6	3
Space, work and communities			
<i>Culture and Politics of Space</i>	dr. sc. Jasna Galjer, professor dr. sc. Sanja Lončar, assistant professor dr. sc. Tihana Rubić, assistant professor	10	5

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<i>Religion, Space, Identity Politics</i>	dr. sc. Marijana Belaj, professor	10	5
<i>Place and Social Memory</i>	dr. sc. Nevena Škrbić Alempijević, professor	10	5
<i>Zagreb: An Autobiography</i>	dr. sc. Ljiljana Marks, visiting professor, professor emeritus	10	5
<i>Postindustrial Ethnography</i>	dr. sc. Sanja Potkonjak, associate professor dr. sc. Nevena Škrbić Alempijević, professor	10	5
<i>Urban Futures</i>	dr. sc. Valentina Gulin Zrnić, visiting associate professor dr. sc. Tihana Rubić, assistant professor	10	5
<i>Old Age as a Socio-Cultural Topic</i>	dr. sc. Tihana Rubić, assistant professor	10	5
<i>Doctoral workshop Spatial Topics</i>	dr. sc. Valentina Gulin Zrnić, visiting associate professor dr. sc. Sanja Lončar, assistant professor dr. sc. Nevena Škrbić Alempijević, professor	6	3
Migrations, borders, minorities			
<i>Migrations, Borders and Minorities</i>	dr. sc. Marijeta Rajković Iveta, associate professor	10	5
<i>Migrations and Post-migratory Processes</i>	dr. sc. Marijeta Rajković Iveta, associate professor	10	5
<i>Croatian Diaspora and Emigration</i>	dr. sc. Marijeta Rajković Iveta, associate professor	10	5
<i>Contemporary Refugee Policies</i>	dr. sc. Duško Petrović, assistant professor	10	5
<i>European Regime of Irregularised Migrations</i>	dr. sc. Marijana Hameršak, visiting assistant professor	10	5
<i>Genocide - A Cultural-anthropological Perspective</i>	dr. sc. Ivona Grgurinović, assistant professor	10	5
<i>Doctoral Workshop Migrations and Borders</i>	dr. sc. Marijeta Rajković Iveta, associate professor dr. sc. Duško Petrović, assistant professor	6	3
Topics in Ethnomusicology and Ethnochoreology			
<i>Ethnomusicological and Cultural-anthropological Studies of Music</i>	dr. sc. Naila Ceribašić, visiting professor dr. sc. Mojca Piškor, assistant professor	10	5
<i>Topics in Dance-ethnology and Ethnochoreology</i>	dr. sc. Tvrtko Zebec, visiting professor	10	5
<i>Croatian Traditional Music and Its Contemporary Echoes</i>	dr. sc. Joško Čaleta, visiting assistant professor	10	5
<i>Using Digital Tools - Digital Ethnomusicology</i>	dr. sc. Joško Čaleta, visiting assistant professor	10	5
<i>Applied Ethnomusicology and the Process of Tradition Branding</i>	dr. sc. Joško Čaleta, visiting assistant professor	10	5
<i>Doctoral Workshop Topics in Ethnomusicology and Ethnochoreology</i>	dr. sc. Tvrtko Zebec, visiting professor	6	3

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Myth and Verbal Folklore			
<i>Croatian Mythical Heritage</i>	dr. sc. Goran Pavel Šantek, professor	10	5
<i>Theory and Methodology of Folklore Studies - Oral Literature</i>	dr. sc. Davor Nikolić, assistant professor dr. sc. Evelina Rudan Kapec, associate professor dr. sc. Josipa Tomašić Jurić, assistant professor	10	5
<i>Oral Literature: Folkloristic Anthropological, Cultural, Mythical, Historical, Interdisciplinary and Multimedia Aspects</i>	dr. sc. Ljiljana Marks, visiting professor, professor emeritus	10	5
<i>Macrococosmos in Microcosmos - Ethnological Reflections on Croatian Astronyms and Astragali</i>	dr. sc. Sanja Potkonjak, associate professor	10	5
<i>Doctoral Workshop Myth and Verbal Folklore</i>	dr. sc. Evelina Rudan Kapec, associate professor dr. sc. Goran Pavel Šantek, professor	6	3
Identities, globalisation and sustainability			
<i>Culture and Sustainability</i>	dr. sc. Tihana Rubič, assistant professor dr. sc. Sanja Lončar, assistant professor	10	5
<i>Green Cultural Studies</i>	dr. sc. Suzana Marjanić, visiting associate professor	10	5
<i>New (Bio)Ethical Challenges in the Globalisation Period</i>	dr. sc. Darko Polšek, professor	10	5
<i>Politics and the Political</i>	dr. sc. Duško Petrović, assistant professor	10	5
<i>Global Health and Public Healthcare Policies</i>	dr. sc. Tanja Bukovčan, assistant professor	10	5
<i>Development of Communities, Business and Technology - Applied Research</i>	dr. sc. Darko Polšek, professor dr. sc. Marijana Belaj, professor dr. sc. Tihana Rubič, assistant professor	10	5
<i>Doctoral Workshop Identities, Globalisation and Sustainability</i>	dr. sc. Tihana Rubič, assistant professor dr. sc. Darko Polšek, professor	6	3
Evolutionary theories in anthropology			
<i>Evolutionary Explanations in Humanities and Social Sciences</i>	dr. sc. Darko Polšek, professor	10	5
<i>Role of Evolutionary Theory in Culture (Science)</i>	dr. sc. Darko Polšek, professor	10	5
<i>Prehistory and Evolution</i>	dr. sc. Emil Heršak, associate professor	10	5
<i>Doctoral Workshop Evolutionary Theories in Anthropology (How to apply the game theory in anthropology and how to reach theoretical conclusions from experiments)</i>	dr. sc. Darko Polšek, professor	6	3

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WORKSHOPS FOR THE DEVELOPMENT OF GENERIC AND TRANSFERABLE SKILLS			
Course/workshop name	Course/workshop coordinator	number of contact hours	ECTS
<i>Research Data Management</i>	dr. sc. Sanja Potkonjak, associate professor	6	3
<i>Writing and Publishing, Paper Impact</i>	dr. sc. Nevena Škrbić Alempijević, professor	6	3
<i>Publicity, Visibility and Intellectual Property</i>	dr. sc. Tibor Komar, assistant professor	6	3
<i>Finding Relevant Sources of Information and Organising References</i>	dr. sc. Tibor Komar, assistant professor	6	3
<i>Education, Communication and Working in an Intercultural and Cross-cultural Environment</i>	dr. sc. Marijeta Rajković Iveta, associate professor	6	3
<i>Publishing a Scientific Paper in Social Sciences and Humanities</i>	dr. sc. Petra Kelemen, assistant professor dr. sc. Tihana Rubić, assistant professor	6	3
<i>Ethics in Social Sciences and Humanities</i>	dr. sc. Sanja Potkonjak, associate professor dr. sc. Marijana Belaj, professor	6	3
<i>Academic Writing in Croatian</i>	dr. sc. Tihana Rubić, assistant professor dr. sc. Nevena Škrbić Alempijević, professor	6	3
<i>Academic Writing in English</i>	dr. sc. Nevena Škrbić Alempijević, professor	6	3
<i>Teamwork Skills</i>	dr. sc. Nevena Škrbić Alempijević, professor dr. sc. Sanja Potkonjak, associate professor	6	3

Out of the approximate total of 700 hours of classes (required and elective) offered by the study programme, full-time employees of the Faculty of Humanities and Social Sciences in Zagreb that have been appointed research-and-teaching ranks deliver approximately 600 hours (around 90%), while external associates appointed visiting research-and-teaching ranks or scientific ranks deliver approximately 100 hours (around 10% of the total number of envisaged hours of classes). Professionals who have been appointed scientific, but not research-and-teaching ranks, are assigned with classes in the amount of 1/3 of the class load in a given course, with the main part of each course being performed by a person appointed a research-and-teaching rank, and course organiser.

A.3.10. POSSIBILITY OF IMPLEMENTATION OF THE DOCTORAL STUDY PROGRAMME IN ENGLISH OR SOME OTHER LANGUAGE AND LIST OF COURSES THAT MAY BE OFFERED IN THAT LANGUAGE

All courses can be offered/delivered in English, if needed.

A.3.11. CRITERIA AND REQUIREMENTS FOR ENROLLING IN COURSES/MODULES FROM OTHER DOCTORAL STUDIES

The student may, if so required by the specificities of the proposed research, enrol in an elective course from another doctoral study programme if the content of the course corresponds to the topic of the doctoral research and if approved in the Research Plan and the individual development plan. The student chooses the elective course at another PhD Programme according to the approved Individual Plan.

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A.3.12. DESCRIPTION OF THE SYSTEM OF ADVISING AND GUIDING DOCTORAL STUDENTS THROUGH THE DOCTORAL STUDY, APPOINTMENT OF STUDY ADVISOR IN THE PROCESS OF ENROLMENT INTO THE DOCTORAL STUDY, AND HIS/HER DUTIES

The following persons and bodies participate in the system of advising and guiding doctoral students through the PhD programme in ethnology and cultural anthropology: the head of the PhD programme, the study advisor and/or appointed mentor, the Guidance Committee and the PhD Programme Council. Apart from the listed persons and bodies related to the PhD programme in ethnology and cultural anthropology, the administrative support to doctoral students is provided by the Center for Postgraduate Studies of the Faculty of Humanities and Social Sciences (<https://pds.ffzg.unizg.hr>), while the PhD Programme Council issues decision on the enrolment of students to the postgraduate studies and prepares and proposes decisions in processes for acquiring the academic title.

(<https://pds.ffzg.unizg.hr/vijece-poslijediplomskih-studija>).

The **Head of the Study Programme** takes care of the overall performance of the study programme, organises activities within the study, keeps records of performed activities, keeps records of students, calls meetings of the PhD Programme Council, participates in the work of the PhD Programmes Council of the Faculty of Humanities and Social Sciences.

The **Mentor** provides continued support to the doctoral student, as the study advisor in the first year of study, i.e. as the appointed mentor in the higher years, and monitors the student's research and development. The doctoral student contacts the potential mentor before applying to the PhD Programme, and submits the mentor's consent for accepting the mentorship as part of the tender documentation. The continuous and intensive collaboration between the doctoral student and the mentor forms the basis of the PhD programme. The mentor holds mentorship classes and directs the doctoral student's research during all six semesters of the study. During the first semester, as the study advisor, they develop the research plan and the individual development plan with the doctoral student. During the first year, with the advisor's guidance, the doctoral student develops the doctoral dissertation research proposal, for which the "Form dr. sc. - 01 - Submitting the Doctoral Dissertation Research Proposal" form is used

(<http://www.unizg.hr/istrazivanje/doktorski-studiji/obraci-dr-sc-dr-art/znanstvena-podrucja-dr-sc>). At the end of the second semester, a public defence of the doctoral dissertation research proposal is held, and at that time, in accordance with the prescribed procedure on the Faculty of Humanities and Social Sciences in Zagreb, the doctoral dissertation research proposal is approved and the mentor confirmed. Change of topic or mentor requires a substantiated explanation and is regulated via the "Form dr. sc. - 06 - Request for Proposal and/or Mentor Change"

(<http://www.unizg.hr/istrazivanje/doktorski-studiji/obraci-dr-sc-dr-art/znanstvena-podrucja-dr-sc>). Regular tracking of the student's work through the semesters is done via the "Semestrial Mentor's Report Form" that contains the data on mentorship classes, research, other extracurricular activities and fulfilment of the research plan.

The **research plan and the individual development plan** developed by the doctoral student and the study advisor during the first semester of study serve as the basis of the continued monitoring of the doctoral research and the student's progress. The doctoral student presents the research plan and the individual development plan at the doctoral practicum in the 1st semester, in front of the teaching staff and other doctoral students. The Guidance Committee comments on, evaluates and confirms the presented research plan and individual development plan.

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Guidance Committee A three-member Guidance Committee is appointed for each doctoral student at the beginning of their study. The Committee comprises of the head of the study programme and two members of the teaching staff involved in the study programme. The research interests of the members of the teaching staff, which should be close to the doctoral student's research proposal, are taken into account when appointing the Guidance Committee. The Committee monitors the work of the doctoral student throughout the study, helps the mentor in their mentorship and monitors the quality of mentorship. The Committee is present at doctoral practicums, where it comments on the students' presentations.

At the end of each semester, the doctoral student submits their report to the head of the study programme ("Form - Doctoral Student's Semestrial Report") which includes the report on the mentorship, research, other activities and fulfilment of the research plan. In addition, the progress is presented during the semester at the doctoral practicum. Based on the doctoral student's report, the mentor's report and the doctoral student's presentation at the doctoral practicum, the Guidance Committee writes a report at the end of each semester ("Form - Semestrial Report by the Guidance Committee"). The reports by the doctoral student, mentor and the Committee follow the fulfilment of steps prescribed by the research plan and the individual development plan. Once a year, the head of the PhD programme submits to the PhD Programme Council a collective report on the progress of the doctoral students, based on the individual reports by the guidance committees.

All forms developed by the PhD programme in ethnology and cultural anthropology for the purpose of monitoring the quality of counselling and guiding the doctoral student are publicly available on the study programme's website.

In addition to the listed documents prescribed by the study programme, the doctoral student and their mentor have to submit the yearly reports on the forms prescribed by the University of Zagreb: "Form dr. sc. - 04 - Yearly Doctoral Student's Report" and "Form dr. sc. - 05 - Yearly Mentor's Report" (<http://www.unizg.hr/istrazivanje/doktorski-studiji/obraci-dr-sc-dr-art/znanstvena-podrucja-dr-sc>).

A.3.13. RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS, MENTORS AND STUDY PROVIDERS

The doctoral student and the Faculty of Humanities and Social Sciences of the University of Zagreb sign a study agreement at the moment of enrolment into the study programme. It provides, along with other relevant acts of the University of Zagreb, terms and conditions governing the conduct of the doctoral project, and sets out the roles and responsibilities of the parties involved in a PhD programme, i.e. the Faculty, the Department, teachers, researchers, and the student.

Pursuant to the *Regulations of Doctoral Studies at the University of Zagreb* (2016), a mentor is a holder of research-and-teaching rank, art-and-teaching rank, or research rank who directs the doctoral candidate in his or her work on the dissertation" (Article 2). Article 9 of the *Regulations* prescribes that the mentor should hold the research-and-teaching rank or art-and-teaching rank of assistant professor or the rank of research associate and defines the remaining conditions and duties that the mentorship entails (research activities, publishing of scientific or artistic works in the last five years, obligation of signing a cooperation agreement for mentors who are not University or constituent employees, dual mentorship, etc.). Likewise, Article 9 recommends that before assuming their first mentorship, the mentor should take a mentorship workshop organised by the University or by recognised international schools. Article 10 defines the mentor's duties that include: guiding the doctoral student over the course of the work on the dissertation,

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monitor the quality of their work, encouraging them to publish and enabling the students to participate in research and artistic projects.

The requirements and rights of doctoral students are defined in Article 11 of the *Regulations on Doctoral Studies at the University of Zagreb*: submitting a report on their work (once a year using the University form; the PhD programme in ethnology and cultural anthropology has developed own forms for semestrial reporting that continuously guide and monitor the doctoral student), the right to change their mentor or doctoral research proposal by submitting a written request and a statement by the former mentor (using University form), and the requirement of the doctoral student to, before dissertation defence, “have at least one scientific paper published or accepted for publication in a highly esteemed Croatian or international scientific journal from the scientific area that is related to the doctoral dissertation or thematically related to the doctoral research (in which he or she is the only or one of the lead authors)”.

The Faculty of Humanities and Social Sciences provides institutional support to doctoral students by ensuring library resources and access to research resources (fond and services of the Library of the Faculty of Humanities and Social Sciences, Repository of the Faculty of Humanities and Social Sciences, access to databases), as well as administrative support (Centre for Postgraduate Studies of the Faculty of Humanities and Social Sciences in Zagreb, <https://pds.ffzg.unizg.hr>). The doctoral students are enabled to utilise international mobility (within the mobility programmes, via bilateral agreements, etc.), supported by the faculty and university services and bodies (ECTS coordinator of the Department of Ethnology and Cultural Anthropology, Office for International Cooperation of the Faculty of Humanities and Social Sciences, Office for International Cooperation of the University of Zagreb). Likewise, doctoral students are provided information on the possibilities of additional education (summer schools, seminars, workshops, conferences, etc.) and on the possibilities of scholarships.

The Faculty of Humanities and Social Sciences and the Department of Ethnology and Cultural Anthropology guarantee qualified mentors and lecturers, ensures a system of advising and guiding the doctoral student over the course of the PhD study and takes care of ensuring a high level of quality of the study programme. Using well-developed step-by-step monitoring approach, it monitors and improves the quality of the study programme and encourages collegial support among doctoral students and the teaching staff (see point A.4.3.). The head of the PhD programme in ethnology and cultural anthropology takes care of carrying out of the programme. The Secretariat of the Department of Ethnology and Cultural Anthropology provides students with administrative support.

A.3.14. COST OF THE STUDY PROGRAMME PER DOCTORAL STUDENT (COST STATEMENT WITH A COST PROJECTS FOR CONDUCTING THE PROPOSED DOCTORAL STUDY PROGRAMME)

TUITION FEE PER SEMESTER AND PER STUDENT IS HRK 5,000.00. COST OF STUDY IS COVERED FROM THE TUITION FEES

A.4. METHODS OF MONITORING QUALITY OF THE DOCTORAL STUDY

A.4.1. LIST OF QUALITY INDICATORS SUCH AS SCIENTIFIC OR ARTISTIC PRODUCTION OF TEACHERS AND DOCTORAL STUDENTS, QUALITY OF INSTRUCTION, RELEVANCE AND QUALITY OF DOCTORAL DISSERTATIONS, STATISTICAL DATA ON DURATION OF STUDY, STATISTICAL DATA ON THE NUMBERS OF NEW HOLDERS OF DOCTORAL DEGREES IN RELATION TO THE NUMBERS OF DOCTORAL STUDENTS ANNUALLY, INTERNATIONAL COOPERATION REALIZED, EMPLOYABILITY OF NEW HOLDERS OF DOCTORAL DEGREES

Quality indicators for the PhD programme in ethnology and cultural anthropology are part of a wider process of monitoring scientific and artistic production in the Croatian academic community and they involve: gathering data on the doctoral students conducted by the Croatian Bureau of Statistics, and administrated on the Faculty of Humanities and Social Sciences by the Postgraduate Studies Centre; they involve monitoring employability of doctors of ethnology and cultural anthropology. They involve alumni file at the Postgraduate Studies Centre of the Faculty of Humanities and Social Sciences and at the Department of Ethnology and Cultural Anthropology, under the care of the Head of the PhD programme. The files allow for monitoring of doctoral students, from enrolment until completion of the study programme and for building connections upon the awarding of the diploma.

The scientific qualifications of the teaching staff and potential mentors shall be continuously monitored throughout the study, primarily by monitoring the meeting of the requirements for election into scientific and teaching titles. The scientific production of the teaching staff and potential mentors that are part of the study programme is also monitored using specialised portals and procedures. The central place for this is the portal Croatian Scientific Bibliography (<http://bib.irb.hr>). In addition, the Library of the Faculty of Humanities and Social Sciences keeps bibliography of the works of Faculty's employees (<http://knjiznica.ffzg.unizg.hr/bibliografija>). The teaching staff and the students maintain their individual profiles at platforms such as Google Scholar (<https://scholar.google.hr>), Academia (<https://www.academia.edu>), and LinkedIn (<https://www.linkedin.com>). The teaching staff at the PhD programme in ethnology and cultural anthropology will be encouraged to regularly update their bibliography at the Croatian Scientific Bibliography portal, and the profiles of teachers on the study programme's website will feature a link to their bibliography from the portal.

The PhD programme students shall have their own profiles on the website of the PhD programme which will be updated with data on their activities and production (scientific papers, conference presentations, participation in projects, etc.). The teacher's profiles shall feature their current or previous scientific projects. A collective overview of all projects conducted at the Department of Ethnology and Cultural Anthropology is available on the Department's website (<https://etno.ffzg.unizg.hr/odsiek/znanstvena-djelatnost>). The doctoral dissertations are available at the Repository of Faculty of Humanities and Social Sciences (<http://darhiv.ffzg.unizg.hr>) and at the Croatian Digital Dissertations Repository of the National and University Library in Zagreb (<https://dr.nsk.hr>).

Item A.4.3. brings a detailed description of processes for monitoring and improving the quality of the PhD study. It is an elaborate system of monitoring the quality of classes, mentorship process and doctoral dissertations. The conclusions of the conducted procedures are integrated into the performance of the study programme. The doctoral student is provided with counselling and guidance and their research path and individual development are monitored (see Items A.3.12. and A.3.13.). All the listed procedures have the goal of providing successful study progress.

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The Postgraduate Studies Centre of the Faculty of Humanities and Social Sciences collects data on the doctoral students using the forms of the Croatian Bureau of Statistics (“Application Sheet for Doctoral Students Enrolled at a Postgraduate University Doctoral Study Programme”, <https://www.dzs.hr/Hrv/important/Obrasci/08-Obrazovanje/Lista.htm>). Based on this data, an insight is achieved in the duration of the study and the yearly number of new doctors of philosophy compared to the number of doctoral students. At the same time, the head of the PhD programme in ethnology and cultural anthropology keeps note of this data based on the enrolment procedure and the doctoral students’ files.

Activities pertaining to international cooperation at the Faculty of Humanities and Social Sciences is coordinated by the International Cooperation Office (<https://web2020.ffzg.unizg.hr/international>), in close cooperation with the Office for International Cooperation of the University of Zagreb (<http://www.unizg.hr/suradnja/medunarodna-suradnja>). The said offices keep track of the performed international cooperation (signed cooperation agreements, incoming and outgoing mobility, etc.) and publish the lists, activities and instructions for international cooperation on their websites. The lists are available at the Cooperation and International Relations Database of the University of Zagreb (<https://medjunarodna.unizg.hr/index-aa1.php>). The employees of the University enter the data on own established international cooperation into the database. The database enables searching using various criteria and gaining insight into different aspects of international cooperation. The activities of international cooperation at the Department of Ethnology and Cultural Anthropology are coordinated by the departmental ECTS coordinator who encourages and administers the signing of cooperation agreements and coordinates incoming and outgoing mobility.

As indicators of employability of doctors of ethnology and cultural anthropology, the available data of the Croatian Bureau of Statistics shall be used and it will form the basis of monitoring the general trends in their work careers. The possibilities of employment with this qualification will also be determined via insight into the records of the Croatian Employment Service that reflects the social need for experts with a degree in the PhD programme in ethnology and cultural anthropology. An important platform for evaluating the employability of doctors of ethnology and cultural anthropology is the alumni database that will be formed within the PhD programme at the Department of Ethnology and Cultural Anthropology. The alumni will be surveyed every four years, with the goal of monitoring their work careers. The data collected shall serve the Head of the PhD study as a means of verifying the coherence between the study programme’s learning outcomes and current social needs and trends at the labour market.

A.4.2. DESCRIPTION OF THE METHOD OF PARTICIPATION BY DOCTORAL STUDENTS IN PROCEDURES OF EVALUATION OF THE PROGRAMME OF THE DOCTORAL STUDY

The doctoral students participate in the regular evaluation of the quality of work of the teaching staff at the doctoral study, class performance, quality of individual courses, work with the study advisor and mentor, as well as the study programme as a whole. The evaluation of the work of the teaching staff at the doctoral study, the classes performance and individual courses shall be conducted using periodical surveys at the end of each semester. Self-evaluation of the work of doctoral students and the evaluation of the work with the study advisor and appointed mentor shall be conducted via the doctoral student’s semestrial reports and by filling out the required form DR.SC. 04 (“Yearly Report on the Progress of the Doctoral Student”) once a year in the OBAD e-system. The evaluation of the doctoral programme as a whole shall be conducted using

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qualitative methodology, discussion in focus groups which the doctoral students will take part in during the doctoral practicum at the end of each semester. The conclusions of the student's evaluation shall be discussed at the PhD Programme Council once a year and shall be used to improve the quality of the teaching process, mentorship, study progression and improving the PhD programme in general.

A.4.3. PROCEDURES FOR MONITORING AND IMPROVING THE QUALITY OF THE DOCTORAL STUDY PROGRAMME, AS WELL AS FOR MONITORING OF SUCCESS IN IMPLEMENTATION OF THE DOCTORAL STUDY (PROCEDURES OF EVALUATION AND SELF-EVALUATION – ANNUAL SELF-EVALUATION OF THE STUDY PROGRAMME, ANNUAL SELF-EVALUATION OF DOCTORAL STUDENTS, REVISION AND IMPROVEMENT OF THE DOCTORAL STUDY IN ACCORDANCE WITH QUALITY MONITORING RESULTS AND RESULTS OF SELF-EVALUATION OF THE PARTICIPANTS IN THE DOCTORAL PROGRAMME)

The procedures for ensuring and evaluating the quality of the PhD programme in ethnology and cultural anthropology rely on the recommendations and examples of good practice of the Agency for Science and Higher Education set out in the publication *Ensuring the Quality of Doctoral Study Programmes in Croatia* (2017).

When defining the criteria and mechanisms for quality monitoring, the said PhD programme takes into account the *Standards and Guidelines for Quality Assurance in the European Higher Education Area* (2015). Its criteria and quality monitoring mechanisms rely on the corresponding systems, rules and task forces of the University of Zagreb and the Faculty of Humanities and Social Sciences. The foundation of this system is set out in the strategic documents of the University (*Development and Transformation of the University of Zagreb - Elaboration of Starting Premises; Strategy of the Quality Assurance System at the University of Zagreb*), as well as in the mission and vision and the *Developmental and Scientific Research Strategy of the Faculty of Humanities and Social Sciences of the University of Zagreb from 2018 to 2023* (particularly in the goals: Internationalise PhD programmes and Advance the Quality Control System). The system of quality assurance at the Faculty of Humanities and Social Sciences (goal, purpose, procedures, participants and areas of inner quality assurance and improvement), as well as the organisation and work of the bodies for quality assurance are defined by the *Rules on Quality Assurance System at the Faculty of Humanities and Social Sciences of the University of Zagreb* (2018).

The quality and success of the PhD programme is continuously monitored using self-analysis and periodical external evaluation of higher education institutions done by the Agency for Science and Higher Education. The evaluation system directed at study programmes is defined by the *Rules on Doctoral Studies at the University of Zagreb* (2016) that prescribes monitoring the mentors' quality of work and reporting on the doctoral study programme (via required filling out of the DR. SC. Forms 04, 05 and 09, <http://www.unizg.hr/istrazivanje/doktorski-studiji/obraci-dr-sc-dr-art/znanstvena-podrucja-dr-sc/>).

In addition, the PhD programme of ethnology and cultural anthropology develops own instruments for evaluating the quality of the study programme. This refers to conducting self-evaluation of the study programme using evaluations of the work of doctoral students and mentors, the quality of courses and the programme as a whole, which will be filled out by mentors and teachers involved in the study programme. The evaluation shall be performed using periodical surveys in each year of the study. The leading structure of the PhD programme shall analyse the filled-out surveys and in cooperation with the teachers and mentors implement the results of the evaluation with the purpose of improving the study programme.

Monitoring the work and development of the doctoral students throughout the PhD programme is also done via the semestrial reports submitted by the doctoral students and mentors. The quality of the



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mentorship and other activities within the study programme is also ensured by appointing the three-member Guidance Committee that, when necessary, helps the study advisors and the appointed mentor in mentorship, monitors the quality of the mentorship and acts as an intermediary in the event of disputes. Based on the doctoral student's and mentor's report and its work within the doctoral practicum, the Committee submits a semestrial evaluation report to the leading structure of the study programme. The leading structure of the study programme considers the received reports and in cooperation with the mentors integrates their conclusions into the mentorship process and into the overall performance of the study programme. The head of the study programme submits the integrated reports by the Guidance Committee to the PhD Programme Council, for the purpose of monitoring the progress and quality of the PhD programme.

The doctoral practicums, organised during the first five semesters, also contribute to the quality of work of doctoral students. They constitute a meeting place for all doctoral students, mentors and the Guidance Committee. Within the doctoral practicums, experiences are shared, both the successful aspects of the cooperation between the doctoral students and mentors, as well as the challenges of the mentorship process. Therefore, doctoral practicums represent a place of mutual collegial support both for the doctoral students and for the mentors. Likewise, the PhD programme encourages sharing of experiences among teachers by organising workshops for all mentors involved in the PhD programme, at the beginning of each new cycle. There, experienced mentors provide examples of quality and successful cooperation between doctoral students and mentors, as well as the challenges they have encountered in their mentorship. The mentors can apply the examples of good practice and the conclusions of the discussions in their future work.

The described procedures are used for continuous monitoring and improvement of the mentorship and for increasing the mentors' success rate. They also establish a system of collegial support for doctoral students and mentors. Workshops for mentors organised by the study programme, in addition to the ones offered by the University of Zagreb, represent a form of training for the mentors. The goal of the described procedures is to ensure a mentorship of the highest standards.

Pursuant to the results of quality monitoring, the PhD Programme Council shall, when needed, conduct revisions of the study in line with the procedure for changing and supplementing doctoral study programmes at the University of Zagreb.

All relevant information on quality assurance shall be available at the PhD programme website.



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