

**PROVISIONS ON THE SCIENTIFIC  
COUNCIL AWARDING SCIENTIFIC  
DEGREES**





Approved by the Resolution № 239/3 as of May 31, 2017 of the Presidium of the Supreme Attestation Commission at the Cabinet of Ministers of the Republic of Uzbekistan

Registration № 2893 as of June 23, 2017 at the Ministry of Justice of the Republic of Uzbekistan

## PROVISIONS ON THE SCIENTIFIC COUNCIL AWARDING SCIENTIFIC DEGREES

The present Provisions regulate the activity of the Scientific Councils (hereinafter Scientific Council) awarding scientific degrees of a Doctor of Philosophy and Doctor of Science in accordance with the laws ‘On Education’, ‘National Program of Personnel Training’, the Decree of the President of the Republic of Uzbekistan “On Further Improvement of Postgraduate Education” № 4958 as of February 16, 2017; the Resolutions of the Cabinet of Ministers “On Postgraduate Education and Further Improving the Attestation of Scientific and Scientific-pedagogical Personnel” № 365 as of December 28, 2012 and “On Measures of Further Improvement of Postgraduate Education” № 304 as of May 22, 2017.



### Chapter 1. General regulations

1

In the present Provisions the following basic concepts are used:

**Scientific Council** – a scientific-organizational structure established by the decision of the Supreme Attestation Commission (hereinafter the SAC) under the Cabinet of Ministers of the Republic of Uzbekistan at the leading higher educational or research institutions, for a certain period of time to undertake the consideration and the organization of attestation procedures for relevant specialties of applicants seeking for scientific degrees;

**Researcher** – a person who is writing a doctoral dissertation for obtaining a scientific degree of a Doctor of Philosophy (PhD) or a Doctor of Science (DSc);

**Applicant** – a person whose dissertation paper is accepted by the Scientific Council for defense and whose attestation folded book is in the process of consideration;

**Attestation folded book** – a set of formalized documents on approving a scientific degree of an applicant;

**Dissertation** – a scientific work undertaken personally by the author, the research essence of which meets the set of requirements, and is a complete scientific work, the scientific novelty and practical results of which are well grounded;

**Dissertation abstract** – an official copyright scientific research formalized on the relevant requirements including general information of the research work; its novelty and practical results generalized systematically; information on the published works given as well.

**Institution where the dissertation is written** – a special, responsible organization for carrying out a research work that is approved by a higher educational or scientific research institution Council as a responsible institution for conducting a research work on the theme of dissertation and announced in the “SAC Bulletin”;

**Expertise** – scientific and normative-technical evaluation of documents essence and attestation procedures relevance with appropriate legal documents;

**One-time Scientific Council awarding a scientific degree of a ‘Doctor of Science’ (hereinafter one-time Scientific Council)** – a scientific body organized by the SAC resolution for organizing only one-time dissertation defense for a degree of are Doctor of Philosophy or a Doctor of Science;

**Scientific Seminar under Scientific Council (hereinafter a Scientific Seminar)** – a seminar organized for the last preliminary expert examination of the dissertation;

**Dissertation defense** – a presentation made to scientific authorities at the Scientific Council on the novelty of the research results, conclusions, the fidelity of the recommendations, theoretical and practical values of the dissertation and the contribution of the applicant to the relevant science;

**Supervisor** – a person with a Doctor of Science degree or Candidate of Science, having an academic status, successfully undertaking scientific and pedagogical activity, appointed to assist a researcher on scientific and methodical issues;

**Scientific advisor** – a person with a Doctor of Science degree, successfully undertaking scientific and pedagogical activity, appointed to assist a researcher applying for a Doctor of Science degree on scientific and methodical issues;

**Community review** – an additional conclusion of the Scientific Council on the results of the dissertation sent by the SAC;

**Score commission** – a temporary working group that is set up by the order of the Scientific Council organizing the process of a secret voting on awarding a scientific degree to the applicant by the members of the Scientific Council;

**Appeal** – an appeal based on decisions for awarding or rejecting scientific degrees; or deprivation or restoration scientific degrees.

2

Scientific Council is responsible for the quality and fidelity of the expert assessment, creating appropriate defense facilities and for validity of the resolutions.



## Chapter 2. The Establishment of the Scientific Council; suspending or ending its activity

3

In order to establish a Scientific Council, a higher educational or research institute is to meet the following requirements:

the availability of at least 2 ‘Doctors of Science’ and highly specialized and scientifically skilled personnel in the staff whose achievements have been recognized in specific scientific field (branch); the results of scientific research have been effectively implemented; who have significant scientific potential in relevant fields.

the availability of a group of personnel in the staff, awarded by the state and foreign grants, participating in scientific projects (research projects on the basis of economic contracts, etc.), whose works are being cited and published in prestigious scien-

tific journals of foreign countries;

the experience of organization of Scientific Seminars, working continuously in specific scientific fields, of republican and international scientific conferences, round-table discussions and other scientific issues;

the organization of post-graduate education;

4

Scientific Council shall be established by the Supreme Attestation Commission (SAC) at the leading higher educational and scientific institutions on the basis of appeals from the ministries and other governmental bodies, under which these institutions function;

In case, if any educational institution cannot meet all the requirements of establishing a Scientific Council, defined in the third item of the present Provisions, an inter-institutional Scientific Council can be established by the SAC as an exception at the higher educational and scientific-research institutions, on the basis of appeals from the relevant ministries and governmental bodies.

The members of the Scientific Council, its chairperson, a vice-chairperson (vice-chairpersons) and a scientific secretary, in particular, are approved by the SAC on the competitive basis, having considered the appeals from the relevant ministries and governmental bodies.

Leading scientific specialists – Doctors of Science on specialties of the Scientific Council can be appointed as the chairperson and vice-chairperson (vice-chairpersons) of the Council.

A person with a scientific degree on the specialty of the Scientific Council or a specialist working at a core staff at the higher educational or scientific research institution where the Scientific Council has been established may be appointed as a scientific secretary of the Scientific Council.

5

The appeals of the relevant ministries and governmental bodies on the establishment of a Scientific Council should demonstrate the necessity of establishing the Council and the information about the personnel, aimed at becoming the members of the Council, is to be attached, in accordance with the first Annex of the present Provisions. At least 3 candidates for the positions of the chairperson, a vice-chairperson and a scientific secretary of the Scientific Council are to be

recommended.

6

There are to be at least 9 and not more than 21 members of the Scientific Council according to the rule.

A Scientific Council awarding a Doctor of Science degree is eligible to conduct a dissertation defense for a Doctor of Philosophy degree.

At least 5 Doctors of Sciences in the relevant field of each specialty of the Scientific Council are included in the membership of the Scientific Council awarding a scientific degree of a Doctor of Science. A Candidate of Science or Doctor of Philosophy or a specialist with other equal scientific degrees (hereinafter Doctor of Philosophy) may be appointed as a scientific secretary of a Scientific Council under exceptional circumstances.

At least 5 specialists with scientific degrees in the relevant field of each specialty of the Scientific Council are included in the membership of the Scientific Council awarding a scientific degree of a Doctor of Philosophy. The number of Doctors of Sciences should not be less than half of the members of the Scientific Council.

The specialists, not having any scientific degree but having a high-skilled and practical experience may be included in the Scientific Council membership on juridical sciences, as an experiment. In this case their number is not to exceed 20% of the total number of the members of the Council in the relevant field of each specialty.

7

If necessary, persons, who have scientific degrees in specializations close to the specialization of the Council, may be included in the Scientific Council membership.

One specialist can be added as the member of one specialty in the specific field of science and he/she is not to be a member of more than two Scientific Councils.

Candidates recommended to become the members of the Scientific Council are to have at least 5 scientific works published for the last 3 years. This requirement does not concern those candidates for membership in the Scientific Council on juridical sciences who do not have any scientific degree but a high skill and experience.

8

The members of the SAC Presidium and the Expert Council cannot be the members of the Scientific Council. The members of the SAC Presidium may participate in the meetings of the Scientific Council and Scientific Seminars. In case the chairperson of the Scientific Council cannot undertake his/her duties in the scientific activity of the Scientific Council, a vice-chairperson can undertake the functions of the chairperson.

9

The membership of the Scientific Council is approved for 3 years. At least 15 % of the total number of the members of the Scientific Council is to be renewed annually according to the indicated regulations.

A member of the Scientific Council is not allowed to be a constant member of the Scientific Council for more than 2 terms.

The members, excluded from the Scientific Council membership, can be reinstated as a member of the Scientific Council in a year.

The chairperson of the Scientific Council, a vice-chairperson (vice-chairpersons) and a scientific secretary undertake their duties during 3 years. The chairperson of the Scientific Council, a vice-chairperson (vice-chairpersons) and a scientific secretary, who successfully fulfill their work, can hold the relevant positions for the second term according to the appeal of the relevant ministry or governmental agency on the basis of SAC decision.

10

The list of the specializations of the Scientific Council and the chairperson of the Scientific Council can be changed due to the appeal of the relevant ministry or governmental body or Expert Council of the SAC.

11

Changes in the structure of the Scientific Council can be made by the SAC due to the appeal of the chairperson of the Scientific Council in line with the Head of the higher educational or scientific-research institution where the Scientific Council has been established. Recommended changes are to be valid and have a subjective character.

12

In case there is no Scientific Council on specialty of the dissertation or relevant scientific field, the institution, where the dissertation has been written, can make a preliminary expertise of the dissertation and appeal to the Scientific Council, which is close in specialty, on setting up one time

Scientific Council, in case such a Scientific Council does not exist the appeal to the SAC to set up a one-time Scientific Council is sent.

**13**

The following documents should be attached to the appeal on setting up a one-time Scientific Council: information on the scientific personnel recommended for the membership of a one-time Scientific Council according to the Annex 1 of the present Provisions as well as their objective information (CV) and documents mentioned in the Annex 2 of the present Provisions.

**14**

When the institution, where the dissertation has been written, appeals to the Scientific Council on setting up a one-time Scientific Council, the documents are to be considered by the Head of the Scientific Council.

In case the consideration result is positive, the Scientific Council can appeal to the SAC with the reasonable need to set up a one-time Scientific Council.

**15**

The presented documents are to be considered by the SAC in line with the procedure rules and a positive or negative conclusion on setting up a one-time Scientific Council is to be given.

In case the SAC finds it appropriate to set up a one-time Scientific Council, the members of the Scientific Council, the chairperson, a vice-chairperson (vice-chairpersons) and a scientific secretary are to be confirmed by the SAC resolution based on the appeal of the institution, where the dissertation has been written, or the appeal of the Scientific Council.

**16**

One-time Scientific Council is set up in line with the rules of the present Provisions on establishing a Scientific Council with at least 11 and not more than 15 members. If necessary, the specialists with scientific degrees in the scientific fields close to the Scientific Council specialty can become the members of the one-time Scientific Council.

A leading organization and official opponents for the dissertation can be recommended by the SAC.

**17**

In case the SAC finds it inappropriate to set up a one-time Scientific Council, a reply letter which is based on the objections and drawbacks is sent to the Scientific Council or institution. A relevant decision of the SAC is attached

to the letter.

When the objections and shortcomings given by the SAC are reconsidered in 6 months from the date of the SAC reply, the dissertation can be again sent to a preliminary expertise by the institution or corresponding Scientific Council and the appeal on setting up a one time Scientific Council can be sent repeatedly.

**18**

The activities of a one-time Scientific Council are carried out according to the rules of establishing a Scientific Council outlined in the present Provisions.

**19**

The activities of the Scientific Council are suspended by the SAC decision for 6 months in the following cases:

when the Scientific Council systematically considers the dissertations not relevant to the regulation documents on training of highly qualified personnel and gives positive conclusions to dissertations of low scientific value;

when the SAC gives negative conclusions to two defended dissertations during the activity of the Scientific Council;

when the procedure of carrying out the defense of the dissertations is violated systematically for two times by the Scientific Council.

**20**

The reason for suspending the activity of the Scientific Council, its shortcomings and also the recommendations for overcoming the shortcomings and the duration of the suspension of activities are shown in the decision of the SAC.

**21**

In case the shortcomings pointed out by the SAC are eliminated in the given period of time, the Scientific Council can continue its activity by the decision of the SAC.

**22**

In case the Scientific Council, once made to suspend its scientific activities, repeats the cases shown in item 19 of the present Provisions, the activities of the Scientific Council can be ended by the SAC resolution. In case the activity of the Scientific Council is ended, a new Scientific Council is to be established on general basis.



### Chapter 3. The work of the Scientific Council

**23** The Scientific Council functions on the basis of legality, openness, transparency, and efficiency principles under the supervision of the SAC. The Scientific Council activities are announced in the web site of the institution.

**24** The Scientific Council uses an official form of the operating institution and state emblem seal (official stamp). Necessary conditions are created by the institution authority for the Scientific Council activities.

**25** The Scientific Council Meetings:  
accept a dissertation for defense;  
conduct a dissertation defense;  
consider dissertations, appeals, reports of a Scientific Seminar sent by the SAC;  
deprive or restore the scientific degree;  
consider other issues related to the functions and activities of the Scientific Council;

**26** The Scientific Council can accept for defense not more than four dissertations relevant to the specialty or the science field.

**27** The Scientific Council session is eligible to have one dissertation defense or one community review discussion, and at least two issues within a day. Dissertation defenses in the form of a session are permitted by the SAC.

**28** In the process of planning the terms of undertaking a dissertation defense by the Scientific Council it is necessary to pay attention to the dissertations sent by the SAC for additional conclusion.

**29** Up to the 10<sup>th</sup> of January the chairperson of the Scientific Council reports to the institution where the Scientific Council is founded, and to the SAC regarding the Scientific Council activity by the 31<sup>st</sup> December in accordance with the 2<sup>nd</sup> Annex of the current Provisions.

**30** An applicant is eligible to be informed of all the documents related to his dissertation and to get professional consultations from the Scientific Council authority regarding all the issues.



## Chapter 4. Procedure of an initial expertise of the dissertation in the Scientific Council

**31** In case an initial expertise of the dissertation is approved by the institution where it has been written, the following documents mentioned in the Annex 2 are presented by the researcher.

**32** In case the Scientific Council is not satisfied with the conclusion of the institution where the dissertation has been written, it may send the dissertation for thorough examination;

Once after the dissertation is accepted for initial consideration by the Scientific Council, it is sent to the Scientific Seminar.

**33** An initial expertise of the dissertation is made by the Scientific Council within 2 months from the date the documents for a Doctor of Philosophy degree have been delivered; for a Doctor of Science degree – within 3 months.

**34** The Scientific Seminar organized on certain specialties under the Scientific Council is responsible for giving well-grounded recommendations to the Scientific Council on the acceptance of the dissertation for defense and making an objective conclusion about it. The Scientific Seminar is conducted under the control of the Scientific Council.

**35** The Scientific Seminar is confirmed within the period for up to two years by the chairperson of the Scientific Council in accordance with the SAC consisting of at least 15 members including the chairperson, a vice-chairperson and a scientific secretary. A membership of the Scientific Seminar organized by a one-time Scientific Council is directly confirmed by the chairperson of a one-time Scientific Council in line with the Head of the higher educational or scientific-research institution where the Scientific Council has been organized.

The chairperson of the Scientific Council may make changes in the membership of the Scientific Seminar in accordance with the SAC. The Scientific Seminar consists of members of the Scientific Council, members of the Expert Council of the SAC, scientists and experts carrying out scientific and pedagogical activities and experienced practitioners.

**36** The dissertation is accepted and registered by the scientific secretary of the Scientific Council accompanied by the cover letter of the chairperson (vice-chairperson) of the Scientific Council, and the same day two persons out of the members of the Scientific Seminar or other experts and scientists are assigned as reviewers.

The reviewers after being acquainted with the dissertation for a scientific degree of a Doctor of Philosophy hand in their reviews to the scientific secretary of the Scientific Seminar within 15 days and for the dissertation for a scientific degree of a Doctor of Science within a month. The scientific secretary of the Scientific Seminar is to acquaint the researcher with the reviews at least 5 days before the meeting of the Scientific Seminar.

**37** The activity of the Scientific Seminar is organized in a form of a meeting. The agenda of the meeting is distributed to its members by the scientific secretary of the Scientific Seminar at least 5 days before the meeting and is announced on the web site of the institution where the Scientific Council operates. Those specialists who are not members of the Scientific Seminar can also participate in the meeting.

The meeting of the Scientific Seminar is considered authorized in case at least two thirds of the members of the Scientific Seminar are present. The Scientific Seminar is held under the leadership of the chairperson or a vice-chairperson if the chairperson is absent. In case a scientific secretary does not participate in the meeting, one of the members of the Scientific Seminar is to be assigned as the secretary by its chairperson. In case the chairperson, the vice chairperson and the scientific secretary do not participate in the meeting simultaneously a meeting is postponed.

**38** When opening the meeting the chairperson of the Scientific Council informs the members of the Scientific Seminar on its validity on the basis of the registration book, announcing the researcher's dissertation theme, name, surname and patronymic and gives the floor to a scientific secretary of the Scientific Seminar.

After a scientific secretary briefs about the researcher, he/she is allowed to speak on the essence and the main points of the dissertation. After the researcher's speech and questioning are

finished, the reviewers are allowed to speak on the researcher's dissertation. In case one of the reviewers is absent for valid reasons, his/her review is read out fully by a scientific secretary of the Scientific Seminar. In case both of the reviewers are absent, the meeting of the Scientific Seminar is postponed. The researcher is given the floor after each opponent's speech. All the participants may be involved in the discussion of the dissertation.

The chairperson of the Scientific Seminar puts the offers on dissertation to the open ballot in relevant order. The conclusion of the Scientific Seminar for the Scientific Council on the acceptance of the dissertation for defense is considered to be accepted only when at least two thirds of the members of the Scientific Seminar present at the meeting approve it. The aforementioned conclusion is followed in the form "dissertation is to be recommended for defense" or "dissertation is recommended for additional revision". The conclusion of the Scientific Seminar is accepted by putting it to the vote and the results of the voting are reflected in the written record of the Scientific Seminar. The draft of the conclusion worked out by the Scientific Council and, if necessary, the suggestion on challenging additional members to the team of the Scientific Council is attached to the written record.

In case a Scientific Seminar accepts the conclusion suggesting further revision of the work a Scientific Council returns the dissertation back to the institution where the work has been written (documents provided by the researcher, drawbacks pointed out by the Scientific Seminar with the recommendation to eliminate them are attached to the cover letter). As soon as the shortcomings are eliminated, the dissertation undergoes an initial expertise minimum after 3 months. In case a positive conclusion is given on the results of the dissertation, relevant documents are to be submitted by an applicant to the Scientific Council.

39

The followings are reflected in the written record of the meeting of the Scientific Seminar:

the correspondence of the dissertation to the specialty as a basis for its defense, scientific level of the dissertation, its scientific and practical values, appropriate achievements, how fully the results of the dissertation are stated in the published works, scientific results implemented into practice, the observation of the requirements requested to the researcher, the conclusion on the complete formalization of the dissertation and its abstract,

an acceptance of the dissertation for defense by the Scientific Council, assigning a leading organization and official opponents.

The written record of the meeting of the Scientific Seminar is signed by the chairperson and the secretary, confirmed by the Head of the institution where the Scientific Council is held and certified with the official stamp of the institution. The copy of the registration list of invitees and members participated in the meeting is added to the record of the Scientific Seminar. The record of the Scientific Seminar is given to the researcher and the chairperson of the Scientific Council by either the chairperson or a scientific secretary of the Scientific Seminar.

The dissertation for a scientific degree of a Doctor of Philosophy is considered within a month at the Scientific Seminar, for a scientific degree of a Doctor of Science - within 2 months.

**40**

In case the activity of the Scientific Seminar is not carried out in line with the requirements of the present Provisions or an objective assessment of the dissertation is not made, suggestions by the SAC on terminating the activities of the Scientific Seminar or reorganizing it are presented to the Scientific Council. The chairperson of the Scientific Seminar submits a report about the activities of the Scientific Seminar to the chairperson of the Scientific Council until the 10<sup>th</sup> of December annually. The report is to be written in a free form and is to include a definite information about the issues considered at the Scientific Seminar. The Scientific Council discusses the report of the Scientific Seminar at its meeting and presents it to the SAC with its annual report.



## **Chapter 5. Acceptance of dissertation for defense**

**41**

After presenting a positive conclusion of the Scientific Seminar the dissertation is to be accepted for defense and relevant resolution is to be adopted by the Scientific Council within a month's period.

**42**

In case the review or conclusion on dissertation are considered negative and the applicant has approached the Scientific Council with the claim and it has found the negative conclusion ungrounded, the issue of dissertation submission can be reconsidered in the Scientific Council at the

researcher's wish.

43

In case the essence of the dissertation does not comply with the specialty of the Scientific Council or submitted documents do not comply with the requirements, the dissertation is not to be accepted for defense. In this case an abstract of the minutes of the Scientific Council's session in which the reasons of not accepting the dissertation are indicated and all the papers submitted are to be returned to the researcher.

44

The resolution of the Scientific Council on the acceptance of the dissertation for defense is adopted, given that the resolution of the Scientific Seminar is positive, if two thirds of the Scientific Council members vote in favour of it. Leading institutions and official opponents are approved by the Scientific Council after adopting a resolution on the acceptance of the dissertation. Within 5 days from the day of submission of the dissertation, the copy of the dissertation and dissertation abstract are to be sent to official opponents and leading organizations by the Scientific Council enclosing a cover letter.

45

Official opponents are appointed by the Scientific Council among the scientists dealing with the dissertation specialty. Two official opponents are assigned for a Doctor of Philosophy scientific degree, whereas one of the opponents is to be a Doctor of Science, the second one is either a Doctor of Science or a Doctor of Philosophy. One of the opponents is to be a member of the Scientific Council where the defense is held.

Three official opponents among Doctors of Sciences or professors are assigned for a Doctor of Science scientific degree. One of the opponents is to be a member of the Scientific Council where the defense is held. In some exceptional cases 2 members of the Scientific Council may be appointed as official opponents in accordance with the SAC. Official opponents are to belong to different organizations.

46

The following persons cannot be official opponents:  
members of the Presidium of the SAC;  
the personnel of the SAC;

members of the Expert Council under the SAC (dissertations on the expert Council direction);

the Chairperson, a vice-chairperson and a scientific secretary of the Scientific Council that considers the dissertation;

an applicant's supervisor (scientific advisor);

co-authors of the applicant's scientific works;

Heads or deputies of the institution where the dissertation has been written or the higher educational establishments where the Scientific Council functions or where an applicant works, or the Heads or deputies of institution where an applicant is a customer or an executive (co-executive) on scientific research works;

the personnel of the department, laboratory or the sector where an applicant works;

a deputy chairperson or a scientific secretary of the Scientific Council, where appropriate, may be appointed as official opponent in accordance with the SAC consent.

47

An official opponent presents his/her opinion to the Scientific Council in the form of a review, after considering the dissertation, dissertation abstract and works published on the topic of the dissertation. The review is to reflect topicality, scientific description given in the dissertation, basic results, conclusion and the degree of relevance of the applied and theoretical recommendations, its novelty as well as correspondence to the relevant requirements.

Opponents' review copies are to be submitted to the applicant by the Scientific Council at least 5 days prior to dissertation defense.

An official opponent is responsible for his/her unbiased and qualitative review and is to submit it by the time determined by the Scientific Council.

In case an official opponent's review does not meet the relevant requirements, the Scientific Council returns it to him/her for reconsideration or has the right to change an official opponent.

In this case the defense of the dissertation is postponed.

48

A scientifically weighty organization in appropriate science or economic sectors distinguished by its achievements is appointed as a leading organization for the dissertation review. Relevant leading organizations are approved by the SAC in line with the Scientific Council recommendation.

49

The following organizations cannot be a leading organization:

the organization where the dissertation has been written;

the organization where an applicant works;

an applicant's client or executive organization on his/her research work;

an institution where a Scientific Council operates;

an organization where an official opponent or a supervisor (scientific advisor) works (primary employment).

50

The review presented by the leading organization is to contain the information on the importance of the applicant's achieved results for science and production as well as the information on the use of the results and conclusions, and precise recommendations. The review of the leading organization is to be written in detail in the form of the minutes of the Scientific Council's session and be signed by the chairperson and a scientific secretary and approved by the Head of the institution or his/her deputy. They are responsible for the quality and impartiality of the review. The copies of the leading organization's review are to be submitted to the applicant by the Scientific Council at least 5 days prior to the dissertation defense.

51

In case the review of the leading organization does not meet the relevant requirements, the Scientific Council has the right to return it to the leading organization or change the leading organization. In this case the defense of the dissertation is postponed.

52

Relevant foreign higher educational and scientific institutions can be appointed as a leading organization and a foreign outstanding expert-scientist/scholar with his/her consent can also be appointed by the Scientific Council as an official opponent.

53

After submission of the dissertation for defense, no corrections of the detected mistakes are allowed.

54

After the decision on submission of the dissertation for defense and prior to publication of a dissertation abstract the Scientific Council submits documents mentioned in the Annex 4 of the present Provisions to the SAC to

place an announcement in the SAC web-site.

Documents concerning dissertation defense undergo normative-technical expertise in the SAC within 15 days from the date of their submission. In case they comply with the requirements an announcement on dissertation defense is placed in the SAC web-site.

A dissertation and dissertation abstract undergo an e-expertise detecting plagiarism in the process of normative-technical expertise by the SAC. In case the plagiarism is detected the documents are returned back to the Scientific Council and dissertation is deviated from the discussion.

**55** After placing an announcement in the SAC web-site the chairperson of the Scientific Council allows to publish a dissertation abstract as a copyright and the defense day of the dissertation is appointed. The full text of the dissertation abstract is placed in the web-site of the institution where the Scientific Council functions and its placement in the «ZiyoNET» educational information network is provided.

**56** The defense of the dissertation is to take place within 40 days after an announcement is placed in the web-site of the SAC. In case this requirement is not met by the Scientific Council, the issue of holding a defense is solved by the SAC Presidium.

**57** Dissertation abstract for a Doctor of Philosophy degree is prepared in the Uzbek, Russian or English languages in 2 printer sheets; 1 printer sheet in every language. The summary in the English language is submitted as well.

Dissertation abstract for a Doctor of Science degree is prepared in the Uzbek, Russian or English languages in 3 printer sheets; 1,5 printer sheet in every language. The summary in the English language is submitted as well.

Dissertation abstract is published with the consent of the Scientific Council chairperson. An applicant, a supervisor (scientific advisor), an institution where the dissertation has been written and the Scientific Council are responsible for the accuracy and correctness of the translation.

The scope of the dissertation abstract in social-humanitarian sciences may be increased to a maximum of 30%. A dissertation

abstract should reflect the main idea and conclusions; it should contain the solution of the new scientific direction or economic branch problems, an applicant's contribution to the research he/she has undertaken, and the degree of novelty and practical significance are to be demonstrated. A dissertation abstract should be published at least in 60 copies.

**58** One copy of the dissertation is taken to the information resource centre where the Scientific Council operates, within 5 days since it is submitted for defence; two copies of the dissertation abstract – at least 12 days prior to defense and they are kept as a copyright forever.

**59** The venue, day and exact time of the dissertation defense are announced at least 12 days prior to defense in the web-site of the institution where the Scientific Council functions as well as it is to be sent to the organizations indicated in the list and in the additional list approved by the Scientific Council in accordance with the Annex 5 of the present Provisions. The additional list approved by the Scientific Council is to include the members of the Scientific Council, research co-ordination centres in appropriate science fields, interested organizations and leading expert scholars.

**60** A dissertation abstract is submitted by the secretary of the Scientific Council to the members of the Scientific Council and to the Supreme Attestation Commission in accordance with the register and it is sent to official opponents and leading organizations with a cover letter. Dissertation abstract is posted to the required organisations, and other relevant persons according to the approved list by the Scientific Council.

Each member of the Scientific Council is to be acquainted in detail with the dissertation abstract and the dissertation which is kept in the information resource centre of the institution where the Scientific Council functions. The members of the Scientific Council can review both the dissertation abstract and the dissertation.



## Chapter 6. The Scientific Council session on the dissertation defense

**61** The defense of the dissertation is to be carried out in public through debates, with high firmness, determination and following scientific morals, in line with all the scientific and practical conclusions and recommendations based on the analysis.

**62** The sessions of the Scientific Council are led by the chairperson of the Scientific Council. The chairperson of the Scientific Council, its vice-chairpersons and the scientific secretary cannot undertake their duties at the Scientific Council session if they are supervisors (scientific advisors) of the applicant. In such a case their duties are temporarily assigned to one of the members of the Scientific Council by the Head of the institution. If the chairperson, a vice-chairperson and a scientific secretary are all absent, the Scientific Council session is postponed.

**63** Before opening the session of the Scientific Council, the draft conclusion of the Scientific Council, prepared by the Scientific Seminar is distributed to all the members of the Scientific Council.

**64** The session is considered to be authorized in case it is attended by at least two thirds of the members and, at least 3 Doctors of Science on the specialty of the dissertation for a scientific degree of a Doctor of Science; at least 2 Doctors of Science and 1 Doctor of Philosophy on the specialty of the dissertation for a scientific degree of a Doctor of Philosophy. Participation of the members of the Scientific Council in the session, their scientific specialty, academic degrees are registered in the verbatim record of the meeting.

**65** After opening the Scientific Council session the chairperson, in line with the Annex 4 of the Scientific Council regulations, announces the validity of the session, the dissertation theme, and the names of the official opponents on the basis of the record of the Scientific Council members and also the name of the leading organization. After that, the scientific secretary gives an information related to the documents handed over by the applicant and the information on their main

content in accordance with requirements.

**66** The applicant is given the floor in order to present the essence of the dissertation and its main issues, and also he/she answers the questions. The supervisor (scientific advisor) makes a speech after an applicant.

After the supervisor's (scientific advisor's) speech the scientific secretary reads conclusions of the institution where the dissertation has been written and the Scientific Seminar, the review of the leading institution on the research work and other received reviews on the dissertation and dissertation abstract.

Given that a lot of positive reviews on the dissertation abstract have been received only the summary of the opinions is outlined with the consent of the Scientific Council members whereas negative reviews are read in full. Having declared the reviews an applicant is given the floor. The official opponents are given the floor after the applicant. The applicant is given the floor after each opponent's speech.

**67** All official opponents are to be present in time of a dissertation defense for a Doctor of Philosophy scientific degree.

The defense of the dissertation for a Doctor of Science scientific degree is allowed in case one of the opponents, presented a positive feedback, is unable to attend the dissertation defense due to some valid reasons. Afterwards this opponent's review is read in full content at the meeting of the Scientific Council by a scientific secretary.

**68** The members of the Scientific Council and all participants of the meeting have the right to participate in the debate.

**69** As soon as the defense of the dissertation and debates are over the issue on awarding the scientific degree is considered by the Scientific Council on the basis of a secret ballot.

**70** Secret ballot is carried out in line with the Annex 7 of the Provisions using ballots provided by the Counting commission.

**71** The Counting commission of 3 persons is selected by a majority of the members of the Scientific Council by open vote, among the members participating in the meeting of the Scientific Council.

72

The members of the Scientific Council, who take part in the meeting and those who have a decisive vote participate in secret ballot and they are given registered bulletin by the commission. Members of the Scientific Council are not registered in the quorum of the Scientific Council and do not participate in secret ballot in case they are late for the dissertation defense or leave before the expiry of the defense term.

In case an applicant is a member of the Scientific Council he/she does not take part in the voting process and not registered in the quorum list of Scientific Council.

73

When the voting is over, the box is to be opened by the members of the Counting commission and ballots are to be counted in compliance with the Annex 8 of the present Provisions and the minutes (hereinafter the Commission's minutes) of the Counting commission meeting on voting results is outlined.

74

Ballots, not distributed before the secret voting, are marked and left at the Counting commission and the rest of the ballots are registered in the minutes of the commission. Ballots which do not identify the opinion are considered to be invalid and registered in the commission minutes. All the ballots are put into the envelope and sealed by the commission and attached to the minutes. The Counting commission's minutes is approved by the majority of the members of the Scientific Council open vote. If the minutes of the commission is not approved, the discussion of the dissertation is to go on. In this case new ballots are to be prepared by the commission and the secret voting is to be held again. The Scientific Council can consider the issue on disapproval of the minutes of the commission in case of violation of the procedure.

75

After the approval of the commission's minutes and positive decision on the matter of awarding a scientific degree the conclusion of the Scientific Council is put forward for consideration.

76

The following matters are reflected in the conclusion of the Scientific Council:  
the most important scientific results of the applicant;  
the assessment of the research novelty and its practical results;

scientific and practical value of the dissertation;  
recommendations and information concerning the use of dissertation results;

those requirements which dissertation meets.

The conclusion is accepted by open voting of the majority members of the Scientific Council. In case a negative decision on the issue of awarding the scientific degree is made, the conclusion is not provided for discussion.

**77** Recommendations worked out by an applicant are put forward for discussion and approved by the Scientific Council on the basis of the documents approving the implementation of the dissertation results (to the science, technology, health care, social services and other sectors of the economy).

**78** Based on the results of the vote by the Scientific Council the decision on awarding or rejecting a scientific degree is made.

**79** The positive decision is made if at least two thirds of the members of the Scientific Council, that are entitled to vote, participating in the meeting have voted in favour of it.

**80** The applicant is given the floor after the decision of the Scientific Council is read out.

**81** When the positive decision is made by the Scientific Council, a copy of the documents mentioned in the Annex 9 of the present Provisions is sent to the SAC within 10 days after the dissertation defense.

**82** A second copy of the attestation folded book is stored in the archives of the institution.



## **Chapter 7. Procedures of the Scientific Council session on consideration of the dissertation sent by the SAC**

**83** In order to obtain an additional conclusion, the dissertation sent by the SAC is discussed by the Scientific Council within 2 months. Before the discussion of the matter at the meeting of the Scientific Council, a panel commis-

sion, set up of three members of the Scientific Council, is responsible for considering the applicant's dissertation and the previous critical opinions and submitting all related conclusions to the Scientific Council.

**84**

The applicant is invited to the meeting of the Scientific Council where his/her dissertation is being considered. The applicant is familiarized with the conclusion of the commission. Official opponents, the representatives of the leading organization and other persons can be invited to the meeting by the Scientific Council. The participation of the Scientific Council members in the meeting and their scientific degrees and specialties in the Scientific Council are recorded in the verbatim record of the meeting.

**85**

During the opening procedure of the meeting the chairperson informs the members of the Scientific Council about the authorization of the meeting. After the opening procedure the chairperson announces the discussion of the dissertation submitted for getting additional conclusions. Then the chairperson outlines the theme of the dissertation, presents the Scientific Council where the defense has taken place and the names of official opponents and the leading institution. The critical opinions on the dissertation provided at the earlier stages are declared by the secretary of the Scientific Council. The essence of the dissertation is presented by the applicant. During this process the applicant may be asked some questions.

**86**

The consideration starts when the floor is given to one of the members of the commission. Every person participating in the meeting has a right to share his/her opinion. After the consideration the applicant is given the floor for the final speech and then the secret ballot takes place in line with the items 70-74 of the current Provisions. The decision of the Scientific Council is considered positive if two thirds of the members of the Scientific Council, that are entitled to vote, participating in the meeting have voted in favour of it.

**87**

After the approval of the minutes, the Scientific Council adopts the text of the conclusion by the majority votes of the participants. Pros and cons of the dissertation are pointed out in the conclusion. A copy of the conclu-

sion is provided to the applicant after its approval.

88

The results of the secret ballot, the verbatim record signed by the chairperson and the secretary of the Scientific Council, the text of the conclusion and the dissertation itself are submitted to the SAC within 10 days.



## **Chapter 8. Procedures of the Scientific Council session on deprivation or restoration of a scientific degree**

89

If the document proving the deprivation or restoration of someone's scientific degree is submitted to the meeting of the Scientific Council, a commission minimum of 5 person-members of the Scientific Council is set up to study the trustworthiness of the submitted documents.

The conclusion is made by the commission based on the results of the study. And the conclusion is submitted to the consideration of the Scientific Council. The materials prepared by the commission are to be considered by the Scientific Council within one month.

90

The meeting of the Scientific Council is held with the participation of the person whose issues on deprivation or restoration are being discussed. The person is to be informed about the date and the venue of the meeting at least 10 days before the meeting. If the person misses the meeting without any excuses and/or refuses to participate in the meeting, the Scientific Council adopts a resolution on arranging a meeting in the absence of that person. If this person applies for the Council to change or postpone the date of the meeting and submits trustworthy excuses the meeting is postponed.

91

During the opening procedure of the meeting the chairperson informs the members of the Scientific Council about the authorization of the meeting and announces the discussion of the matter about restoration or deprivation of a scientific degree. One of the members of the commission makes a speech on the matter. After the speech, the floor is given to the person whose matter of restoration or deprivation of a scientific degree is being discussed. All the participants of the meeting have a right to make a speech.

92

After the consideration, the secret ballot is held by the Scientific Council on the issue in line with the items 70-74 of the current Provisions. The decision of the Scientific Council is considered positive if two thirds of the members of the Scientific Council, that are entitled to vote, participating in the meeting have voted in favour of the restoration or deprivation of a scientific degree.

93

After the approval of the record, the Scientific Council adopts the text of the resolution by the majority votes of the participants. The resolution includes the essence of the discussed materials, definite results and the conclusion on whether there is enough ground for claiming restoration or deprivation of a scientific degree from the SAC. The results of the secret ballot and the content of the resolution of the Scientific Council are to be informed to the person whose matter is under discussion.

94

If the resolution on restoration or deprivation of a scientific degree is adopted by the Scientific Council, the verbatim record signed by the chairperson and the secretary of the Scientific Council and the conclusion containing the results of the secret ballot is submitted to the SAC within 10 days.



## Chapter 9. Procedures of the Scientific Council session on considering an appeal

95

When an interested party (parties) files an appeal against the resolution of the Scientific Council, a commission of at least 5 person-members of the Scientific Council is set up to study the trustworthiness of the submitted documents and to prepare the draft of the Scientific Council conclusion.

If an appeal has been filed on the resolution of the Scientific Council awarding scientific degrees the chairperson of the Scientific Council informs the SAC about it within one week. The appeal is considered by the Scientific Council within a month.

96

The interested party (parties) filed the appeal is informed on the date of the meeting at least 5 days before the meeting and invited to the meeting of the Sci-

entific Council. If the person, who filed the appeal, applies for the Council to change or postpone the date of the meeting and submits trustworthy excuses the meeting is postponed. If the person misses the meeting without any excuses the meeting of the Scientific Council is held in the absence of that person.

**97** During the opening procedure of the meeting the chairperson announces the authorization of the meeting. The participation of the Scientific Council members in the meeting and their scientific degrees and specialties in the Scientific Council are recorded in the verbatim record of the meeting.

After the opening procedure the chairperson announces the discussion of the appeal and gives the floor to the secretary to read the appeal out. One of the members of the commission makes a speech on the results of the fulfilled work and on the draft of the Scientific Council conclusion. All the participants of the meeting have a right to share their opinions.

**98** After the discussion, the secret ballot is held by the Scientific Council on the issue. The decision of the Scientific Council is considered positive if two thirds of the authorized members have voted in favour of the conclusion on the appeal.

The verbatim record signed by the chairperson and the secretary of the Scientific Council and the conclusion containing the results of the secret ballot on the appeal are submitted to the SAC within 10 days.



## Chapter 10. Final regulations

**99** The present Provisions have been coordinated with the State Committee on Physical Culture and Sports, the Ministry of Culture, the Ministry of Higher and Secondary Specialized Education, the Ministry of Health, the Ministry of Public Education, the Ministry of Agriculture and Water Resources, the Ministry of Foreign Affairs, the Academy of Sciences and the Agency of Science and Technologies of the Republic of Uzbekistan.