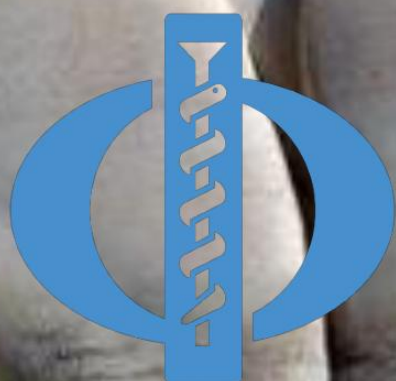




Study Guide of PhD Program



Πανεπιστήμιο Θεσσαλίας
Τμήμα Φυσικοθεραπείας

Academic
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1. GENERAL INFORMATION

1.1 PURPOSE

The mission of the Doctoral Studies Program of the Department of Physiotherapy of the School of Health Sciences of the University of Thessaly (UTH) is to prepare for the acquisition of Doctoral Degrees, to educate and guide doctoral candidates so that they can contribute substantially to the advancement of key areas of knowledge through originality and innovation.

1.2 INVITATION OF INTEREST

The Department of Physiotherapy may announce positions for doctoral candidates, fellows or not. The relevant announcements will be posted on the websites of the Department and the University of Thessaly.

The conditions, terms, deadlines and procedures for submitting candidacies and selecting doctoral candidates, as well as their additional obligations, clauses, deliverables and deadlines for completing theses, must be explicitly mentioned in the relevant announcements and invitations.

1.3 CANDIDATE SELECTION CRITERIA

Those who meet the following conditions are eligible to submit an application for a doctoral thesis at the Department:

- They hold a Postgraduate Diploma (D.M.S.) from a domestic university or one recognized as equivalent from abroad, whose subject area falls within the broader context of biomedical sciences **or**
- They are graduates of an undergraduate university program, they hold a degree from a Department of Physiotherapy in Greece or a recognized foreign title, or they hold a degree from a Department/School of biomedical sciences of at least five years' duration, corresponding to three hundred (300) credit units of the European Credit Transfer and Accumulation System (ECTS).

Exceptionally, those who do not hold a degree from a Department/School of Biomedical Sciences but hold a Master of Science degree may submit an application to write a doctoral thesis, subject to the following conditions:

- i. The subject of the doctoral thesis must be interdisciplinary and
- ii. A significant part of the subject matter of the doctoral thesis should fall seamlessly within the framework of Health and Rehabilitation Sciences
- iii. The degree and the PhD of the interested party must be cognitively relevant to the other part of the interdisciplinary subject of the doctoral thesis and
- iv. There must be a faculty member in the Department with a similar field of study, so that he or she can undertake the supervision of such a doctoral thesis.
- v. The other two members of the Three-Member Committee must come from Departments and have a subject area that is relevant to that of the doctoral thesis.

Interested parties who belong to this category of graduates and do not have a PhD are not, under any circumstances, entitled to apply for the preparation of a doctoral thesis.

Greek graduates must have at least a sufficient knowledge of English, while foreigners must have a sufficient knowledge of Greek, which, if not certified by similar documents, is verified by a three-member committee. Knowledge of other international languages may be deemed to be required by the nature of the thesis topic.

The language of preparation of the thesis is Greek or English.

The selection of doctoral candidates is made by considering the basic and complementary criteria.

1.4 APPLICATION PROCEDURE FOR DOCTORAL DISSERTATION

Before applying to prepare a doctoral thesis, the interested party collaborates with a faculty member who, according to article 94 of Law 4957/2022, has the right to be a supervising professor, in order to determine the topic of the thesis, draft the research protocol and ensure the resources and technical capabilities for preparing the thesis.

The application for the preparation of a doctoral thesis is prepared by the interested party, countersigned as provided in article 4 below, and submitted to the Department Secretariat within the first ten (10) working days of every second month, starting in September.



It is possible to apply outside the above dates in exceptional cases, such as in the case of announcements of research programs or doctoral scholarships with deadlines that are not covered by the above dates, or after the publication of a relevant announcement or call for expressions of interest for the preparation of a doctoral thesis in certain thematic fields. and after approval by the Department Assembly.

The entire process of preparation, submission and assignment of doctoral theses is carried out through procedures of the Department of Physiotherapy to which the supervisor belongs, where the possibility of an optional informative presentation of the research protocol is given.

Candidates apply to the Department Secretariat on the above dates, indicating the proposed title, the proposed language of preparation and writing - which may be different from Greek -, as well as the person proposed as supervisor of the Doctoral Thesis.

The application for a doctoral thesis is prepared by the interested party on the prescribed forms available from the Department Secretariat. It is submitted with the necessary supporting documents in both electronic and printed form.

The entire process of preparation, recommendation and assignment of the PhDs is carried out through the procedures of the Department of Physiotherapy to which the supervisor belongs, where the possibility of an optional informative presentation of the research protocol is given. After the Secretariat checks the formal completeness of the applications, the EPDS recommends the necessity of obtaining permission from the Internal Ethics Committee of the Department. The EPDS examines the respective applications and the submitted documents and invites the candidates to an interview. It is proposed that the supervising professor also attends the interview of the PhD as an observer. Then, he submits to the Department Assembly an analytical memorandum, which states the reasons why each candidate should or should not be accepted, as well as the proposed supervisor, if he has not been proposed by the candidate.

The Department Assembly, after receiving the opinion of the proposed supervisor, considers it in conjunction with the memorandum of the EPDS and approves or rejects the candidate's

application with justification and, in the first case, also appoints the Three-Member Advisory Committee (TSE). Relatives of the interested party up to the second degree are excluded from membership of the Three-Member Advisory Committee. The date of approval of the application by the Assembly is also considered the date of commencement of the preparation of the dissertation. The names of the doctoral candidates, the supervising faculty members or researchers, the titles of the dissertations being prepared and a brief summary thereof, as well as the members of the advisory committees are posted on the Institute's website in Greek and English.

1.5 APPLICATION AND NECESSARY DOCUMENTATION

The application for the preparation of a DD is prepared by the interested party on the prescribed forms available from the Department Secretariat. It is submitted with the necessary supporting documents in both electronic and printed form.

The application must be accompanied by the following:

- i. Photocopy of Police Identity Card or Passport.
- ii. Copy of degree. In the case of graduates of foreign universities, the documents required by Greek law to recognize the degree must be submitted.
- iii. Detailed degree score
- iv. Copy of Postgraduate Diploma (MPD). In the case of graduates of Postgraduate Programs of foreign universities, the procedure for recognizing the MPD provided for by Greek legislation is followed.
- v. Detailed BMI score.
- vi. Copy of the postgraduate thesis in digital and printed form.
- v i i. Certificate of English language proficiency. If not available, it is certified by a three-member committee.
- vi i i. Curriculum vitae.
- i x . Two letters of recommendation from university faculty members or employers, one of which is encouraged to be from the supervising professor of the master's thesis
- x. Scientific publications
- xi . Draft doctoral thesis - Research protocol with a brief summary in Greek and English, which will be posted.
- xi i . Solemn declaration that he has taken note of these regulations and accepts them.

xi ii . Application for an electronic address. (made by the secretariat after registration is completed).

The application for a doctoral thesis is accompanied by a certificate from the faculty member proposed as supervisor, stating:

- i. The Research Laboratories of the Department of Physiotherapy or other Departments or Research Institutes of the University of Thessaly or other Institutions or the Clinics of other Bodies that will be involved, in any way, in the preparation of the thesis are declared.
- ii. When the faculty member proposed as a supervising professor is not the same director of the Research Laboratory where the thesis will be prepared, the certificate is countersigned by the corresponding Director of the Research Laboratory.
- iii. The certificate is also countersigned by the Directors of the Research Laboratories of the Department of Physiotherapy or other Departments or Research Institutes of the University of Thessaly or other Institutions or the Clinics of other Bodies that may directly collaborate in the preparation of the thesis, or from which material will simply be collected to be used in the preparation of the thesis, as stated in the certificate.
- iv. The origin of the required biological material (patients and controls, experimental animals, non-commercially available cell lines, etc.) is stated.
- v. It is stated whether, according to the research protocol and in accordance with the international rules of biomedical research and with the applicable European and Greek legislation, permission is provided for by the Internal Ethics Committee of the Department or another body.
- vi. It is stated that the candidate must successfully pass the Research Methodology course in the first semester after the student's admission, in which the course will be offered. Attendance of the course is free of charge.
- vii. It is confirmed that the required financial resources have been secured.
- viii. The availability of the required technology for the purposes of the thesis is confirmed.
- ix. It is stated whether the thesis will be prepared within the framework of a funded research program.
- x. It is stated whether the candidate has secured a scholarship for the preparation of his thesis.



1.6. DOCTORAL THESIS PROPOSAL – RESEARCH PROTOCOL (DTP-EP)

The PDD-EP is written in accordance with the internationally applicable research rules and the Code of Ethics of the University of Thessaly and is an integral part of the application for the preparation of a doctoral thesis. The PDD-EP can be written in Greek or English, in which the thesis is also developed during the final evaluation, and in a second language if the candidate wishes and the Assembly approves it.

The writing of the PDD-EP must be such that its evaluation is possible by scientists who are not strictly specialized in the specific subject.

The title should be clear and concise, but also general enough to allow for specialization according to changes that may be dictated by the course of implementation of the research protocol. The recording of existing knowledge on the subject should be done in such a way that:

be documented by citing the corresponding bibliographic references, and the scientific questions that the thesis will address should emerge effortlessly.

The research hypothesis, the general and any specific objectives of the research protocol must be presented clearly and in detail. The research methodology that will be followed to investigate the research hypothesis and approach the objectives of the protocol, as well as the statistical methods that are planned to be used for the analysis of the results, must be presented in such a way that they appear to be indeed suitable for this purpose and that they can lead to valid conclusions.

In particular:

The type of research is indicated.

It is documented in the literature that the methods and techniques planned to be used are appropriate for meeting the research objectives.

In the experimental protocols, the techniques that will be applied are described and it is clarified which of them the candidate will apply and which will be carried out by others and by whom. The description of the techniques must be detailed (instruments, materials, sample management, experimental steps, etc.), so that it appears that the candidate has identified and resolved, at least at a theoretical level, the most important problems that he or she may encounter during the conduct of the research.

The biological material to be used is described precisely, as well as its sources of origin. If required by the type of research, a power analysis is presented and any expected deviations from the expected sample size are justified.

An accurate reference is made to the provisions of international research practice and Greek and European legislation, which arise from the use of the specific material and the implementation of specific interventions. In the case of the use of experimental animals, the prescribed legislation must be observed. In the case of the participation of patients or healthy controls from whom biological material will be taken or not or who will participate in clinical trials or epidemiological studies or in any other type of research, the prescribed legislation must be observed.

The required actions (e.g. consent) and the competent scientific or State bodies from which the intended permission has been or will be requested are described. Otherwise, it is explicitly stated that no such actions are required.

The expected results and their significance are described, as are possible risks that may hinder the planned development of the research protocol, as well as the alternative proposals that exist for addressing them.

In the "useful documents" of the department's website <https://physio.uth.gr/> you will find the proposed draft.

1.7. LANGUAGE

The application for preparation and the accompanying documents, the Progress Reports and the final text of the doctoral thesis are written in Greek or English, in which the thesis is also developed during the final evaluation, and in a second language if the candidate so wishes and the Assembly approves.

1.8 OBLIGATIONS OF THE OWNER

To obtain the DD, successful completion of the following academic requirements is required:

a) Doctoral Activities

Monitoring presentations of research proposals by the PhD student and PhD thesis defenses - broadly related fields of knowledge by other candidates - until the completion of the research proposal or PhD defense of the PhD student.

It is recommended that at least four (4) observations be made of presentations of research proposals for the DD and defenses of Doctoral Theses - broadly related fields of knowledge - by other candidates.

– Learning Obligations: The following activities are documented and proposed by the supervising professor and approved by the Department Assembly:

- To have successfully passed the course "Research Methodology" of the Postgraduate Program "Advanced Physiotherapy" of the University of Thessaly, which is a learning obligation for all PhDs, provided that they have not covered it sufficiently at their Postgraduate level of studies.
- Gain teaching experience by participating in the preparation and delivery of lectures and/or workshops at undergraduate and/or postgraduate level, for a minimum duration of 4 academic semesters.

It is proposed that there be an assignment of at least 6 hours/semester for delivering lectures and/or workshops at the undergraduate and/or postgraduate level upon recommendation of the supervising professor at the Department Assembly.

- Research activity at a foreign University or research center, lasting at least two (2) months, certified in writing by the collaborating professor or researcher of the host institution and the analytical report of the RD or successful attendance of an additional course from the Postgraduate Program of the Department of Physiotherapy, or other Postgraduate Programs, or Doctoral Studies of other Schools, or participation in two (2) accelerated seminars related to the subject of the thesis or a combination of the above. The supervisor must make a recommendation to the Doctoral Committee on the way to cover the student's obligations for the research activity.

All learning obligations are determined for each PhD candidate individually and are explicitly described in the decision of the Department Assembly for his/her acceptance into the Doctoral Studies Program and are communicated to him/her in writing at the time of his/her registration. In this written notification, the PhD candidate is also informed of a possible update of these obligations during his/her studies on a case-by-case basis and according to the needs of the

specific PhD program, following a reasoned proposal by the supervisor to the Department Assembly.

b) Announcements at Scientific Conferences.

At least two (2) presentations of the results of the PhD research at a national or international conference with referees where the PhD candidate will be the first author.

c) Scientific publications.

At least two (2) original foreign language publications of complete articles - from the data of the PhD Thesis being prepared - in international scientific journals of recognized prestige, which are included in valid databases (e.g. Scopus, Medline, etc.) depending on the scientific field (in at least one journal with an impact factor). It is noted that the PhD candidate must be the first author in both mandatory scientific publications.

d) Doctoral Thesis (original research / study).

1.9 RIGHTS AND OBLIGATIONS OF SUPERVISING PROFESSORS

Each supervisor in the Doctoral Studies Program should:

- a. To exhaust the possibilities of guidance - supervision and to create new ones according to the capabilities and any shortcomings of the HR.
- b. To respect in practice and to defend, without conditions or discrimination, the personality and rights of the student.
- c. To preserve the value and prestige of scientific and research ethics and to apply the rules of the Doctoral Cycle of Studies.
- d. To broaden and renew his knowledge in order to be able to offer complex, interdisciplinary and contemporary knowledge and guidance.
- e. To be accessible and cooperative and to provide his knowledge and experiences for the successful progress of students in their studies.
- f. In collaboration with the Advisory Committee, organize the educational obligations of the DY for each semester and overall.
- g. Organize a discussion on the results of student evaluation, with the aim of providing constructive feedback and maximizing learning.
- h. To use both self-assessment and peer-assessment of students, with the aim of cultivating objectivity and responsibility.

The supervising professor:

- a. Contributes substantially to the selection of the PhD topic and is responsible for formulating the final title of the research for each of the doctoral students.
- b. Guides the organization of the research proposal with the aim of its documentation and effective presentation.
- c. Supervises the implementation of the planned research, regardless of his/her remaining workload.
- d. Informs the Department Assembly in the event that he/she is unable to undertake or continue the supervision of a doctoral student.
- e. Supervises up to five (5) doctoral students in addition to those who have already completed the defense of their thesis before the seven-member Examination Committee and whose graduation is pending.

1.10 DURATION AND INTERRUPTION OF DOCTORAL DISSERTATION

The time period for obtaining a doctoral degree is from three (3) full calendar years (minimum duration) from the date of appointment of the three-member advisory committee up to six (6) calendar years.

The maximum duration is determined by the needs of the research protocol and is approved by the Department Assembly, following a recommendation from the Research Advisory Committee. In exceptional cases, the maximum duration of preparation may be greater than seven (7) calendar years, following a documented proposal from the Three-Member Advisory Committee, a recommendation from the Research Advisory Committee and approval by the Department Assembly.

The right to extend the maximum time for preparing the doctoral thesis may be used for reasons of unforeseen problems that may arise during the research process and which are described in the corresponding Progress Report.

Every doctoral candidate has the right to request a suspension of studies. The duration of the suspension cannot exceed one (1) year and is granted only in exceptional cases (e.g. military service, serious illness, serious family and professional reasons, etc.).

The Assembly of the Department of Physiotherapy judges the importance of the reasons for the requested suspension and, if they are accepted, the candidate may continue his studies after the

period of suspension, but in accordance with the terms in force at the time of submission of the application for preparation.

During the suspension of studies, all benefits of the YD are revoked.

2. DOCTORAL DISSERTATION

2.1 WRITING

The text of the doctoral thesis is prepared in accordance with the prevailing scientific rules. In any case, for reasons of brevity, the thesis is accompanied by a summary in Greek and English of at least 400 words each. The title page of the final reprint includes the names and emblems of the University of Thessaly, the School of Health Sciences and the Department of Physiotherapy, as well as the name of the Research Laboratory(s) where it was prepared .

On a separate page, it is also stated: "The approval of the doctoral thesis by the Department of Physiotherapy of the School of Health Sciences of the University of Thessaly does not imply acceptance of the author's views (in accordance with the provisions of article 202, paragraph 2 of Law 5343/1932)."



The final text includes the names and qualifications of the members of the Three-Member and Seven-Member Examination Committees, as well as a short CV of the doctoral candidate, with a reference to any announcements and publications of the results of the thesis. In case there are publications or articles have been accepted for publication, they will be included in the final

text, as an appendix. For in-text references and the compilation of the bibliography, the APA 6th system is followed.

2.2 DOCTORAL THESIS SUPERVISION

Faculty members of each level of the Department of Physiotherapy have the right to supervise Doctoral Theses. The maximum number of doctoral theses that each faculty member can supervise simultaneously is set at 5 (five). In the case of funded Research Projects in which the Department participates, the number may be increased for the specific faculty member, upon recommendation of the Doctoral Studies Committee and Decision of the Department Assembly.

The supervision of a doctoral thesis of the Department of Physiotherapy of the University of Thessaly by a faculty member of another university or researcher requires justified documentation and a decision of the Department Assembly and in no case does it imply co-supervision.

The Three-Member Advisory Committee includes the supervisor and two other members of the categories:

- a) faculty members of each level of the Department
- b) faculty members of any level of other Departments of the University of Thessaly or another HEI.
- c) emeritus professors or retired faculty members
- d) faculty members at Higher Military Educational Institutions and Higher Ecclesiastical Academies,
- e) researchers of all levels serving in research and technological bodies of article 13 ^A of law 4310/2014, including the Academy of Athens and the Biomedical Research Foundation of the Academy of Athens, as well as the scientific staff of the Hellenic Geological and Mining Research Authority of article 25 of law 4602/2019 (A'45), provided that they hold a doctoral degree and have research activity relevant to the subject of the doctoral thesis, as well as emeritus and retired researchers, under the same conditions as above.
- f) professors of foreign institutions and researchers of foreign research organizations.

The members of the three-member advisory committee have a subject area and scientific work that is the same or related to the field of the doctoral thesis to be prepared. The number of retired faculty members participating in the three-member advisory committee may not exceed one. The three-member advisory committee is responsible for supporting the PhD candidate

during the process of preparing and writing the doctoral thesis and monitoring its progress. The supervisor and the members of the advisory committee are not entitled to remuneration or other compensation for supporting the preparation of the doctoral thesis.

The supervisor advises and guides the candidate on all matters related to the preparation of the doctoral thesis, such as research methodology, etc. The supervisor has regular meetings and close academic collaboration with the doctoral candidate and encourages him/her to present the progress of the thesis at various seminars or events, to faculty members of the Department or in undergraduate and postgraduate courses.

If for any reason the supervisor or member of the three-member advisory committee is absent or is found to be unable to perform the duties of supervisor for an extended period of time, upon request by him or the doctoral candidate, by decision of the Department Assembly, a replacement may be appointed until the completion of the doctoral thesis.

If the initial supervisor or member of the three-member advisory committee moves to another Department of the same or another Higher Educational Institution (HEI) or retires, he/she may continue to hold the position of supervisor of the doctoral thesis or member of the three-member advisory committee, if he/she consents, and the title is awarded by the Department of Physiotherapy of the University of Thessaly.

2.3 PERFORMANCE MONITORING

The supervising professor and the other two members of the Three-Member Advisory Committee are responsible for monitoring the preparation of the dissertation and guiding the candidate.

The Three-Member Advisory Committee submits an annual progress report (1st, 2nd, 3rd, etc.) to the EPDS, which also reviews them. At the end of the first year, an open presentation of the final protocol of the doctoral thesis is made. The report is notified to the Department Secretariat together with the EPDS's recommendation. If, within a period of six months after the end of the year and after timely warning from the Secretariat, a progress report is not submitted, the continuation or interruption of the doctoral thesis is decided by the EPDS as a matter of for discussion at the Department Meeting.

There must be three (3) Progress Reports, provided that the doctoral thesis is completed within the respective minimum time limit. In case of an extension of the thesis preparation time, annual Progress Reports continue to be submitted.

The Progress Reports are submitted to the Secretariat within a maximum of six (6) months from the date of approval of the application for the preparation of the thesis by the Assembly, the first, and from the date of submission of the previous Report, the subsequent ones. Any use of this right, in no case, entails an extension of the time for the preparation of the thesis nor a reduction in the number of Progress Reports, as defined in the previous paragraph 5 of the Doctoral Studies Regulation. The candidate is obliged to keep a file of his thesis, with all the data concerning its preparation (e.g. Protocols of laboratory methods, archive of experiments, files of results, patient consent documents, permits of ethics committees, etc.), which is at all times at the disposal of the Assembly or any other competently authorized for the control of good research practice, scientific or state body. All of the above documents are the property of the Laboratory in which the thesis is being prepared.

The Progress Reports of doctoral theses are co-signed by all members of the Three-Member Committee and are submitted every calendar year after the approval of the candidate's application by the Assembly. The Progress Report describes in detail the work produced by the candidate during the period that has elapsed since the date of approval of his application by the Assembly or submission of the previous Report.

In particular:

- i. The handling of any outstanding issues that were declared in the thesis preparation application is recorded, such as, for example, addressing ethical and moral issues by securing the corresponding licenses to use biological material, changing the postgraduate courses that non- BMS holders had declared they would attend, etc.
- ii. Compliance with the research protocol is reported. Any deviations dictated by unforeseen problems, by inconsistency of the results with those expected, by developments in the subject that have been published in the meantime, or by other reasons, are justified accordingly and their consequences on the progress of the research are described.
- iii. A brief description of the results so far is provided and any announcements or publications are submitted.
- iv. The educational activities in which the candidate may have participated are mentioned, within the context of the subject of his thesis.
- n. His performance in any educational work assigned to him is mentioned.
- vi. The progress of writing the thesis is reported.

In the event that, during the preparation of a doctoral thesis, unforeseen problems arise in the research process, which make it impossible to complete it within the maximum preparation time, as determined by the Doctoral Studies Regulation, the expected extension of the preparation time is stated in the corresponding Progress Report.

In the latest Progress Report:

- i. Where deemed appropriate, the final title of the thesis is specialized within the context of the title specified in the application and in the research protocol. The specialization is approved by the Department Assembly, which is responsible for determining whether it is a specialization or a change of topic, following a recommendation from the Research Advisory Board.
- ii. It is explicitly stated that the candidate has completed the research part of the PhD.

2.4 CHANGE OF THE THESIS TOPIC OR OF THE THREE-MEMBER COMMITTEE

Changing the topic of the doctoral thesis during its preparation, in the sense of changing the research subject, can only be done if its preparation is undertaken by the same Three-Member Advisory Committee and following a joint request of its members and the candidate to the Assembly.

Changing the topic of the doctoral dissertation is only permitted once for each specific candidate and only in exceptional and clearly justified cases.

The application to change the topic of the doctoral dissertation is accompanied by a new research protocol and the same procedure is followed as for the first submission of the application.

Approval of the application implies a restart of the thesis duration.

The Assembly may replace a member of the three-member advisory committee if he/she is absent, resigns, loses his/her status as a faculty member (except in the case of retirement) or is justifiably unable to perform his/her duties.

3. DOCTORAL DISSERTATION EVALUATION

After completing the writing of the doctoral thesis, and submitting the final memorandum regarding its progress to the three-member advisory committee, the doctoral candidate applies

to the three-member advisory committee, through the secretariat, for public support and evaluation. The three-member advisory committee decides on the approval or justified rejection of the application and, in the event that it is approved, prepares an analytical Introductory Report, which it submits to the Department Assembly requesting the appointment of a Seven-member Examination Committee for the assessment and evaluation of the doctoral thesis. Otherwise, the three-member advisory committee provides analytical scientific observations for the improvement of the Doctoral Thesis and sets a specific deadline for its resubmission.

A basic condition for acceptance of the application is the check for any plagiarism, which should be carried out under the responsibility of the Foundation. The corresponding report of the program used is submitted to the Secretariat and included in the candidate's file and evaluated accordingly by the three-member and seven-member committees.

A prerequisite for the appointment of a Seven-Member Examination Committee is the publication or acceptance for publication of part or all of the thesis as original foreign language publications.

The seven-member examination committee consists of the members of the Three-member Advisory Committee as well as four (4) additional members, who also meet the criteria. At least four (4) of the seven (7) members of the examination committee are members of the Teaching and Research Staff belonging to the University of Thessaly.

Relatives of the candidate up to the second degree are excluded from its composition.

After writing the text of the doctoral thesis, the doctoral candidate is obliged to send it in electronic form to the members of the Three-member Advisory Committee, who are required to make comments and observations. The doctoral candidate, after incorporating all the comments and observations of the members of the Three-member Committee, sends it in electronic and printed form to all members of the Seven-member Examination Committee, who are required to send any comments and observations within thirty (30) days.

The Seven-Member Examination Committee meets for the final evaluation and judgment of the doctoral candidate, upon invitation by the supervising professor. The examination of the thesis takes place no later than 90 days from the date of appointment of the seven-member examination committee by the Department Assembly and transmission of the thesis to the committee members. In the event of the three-month deadline, the seven-member committee must be re-appointed by the Department Assembly upon the recommendation of the supervisor. The doctoral thesis is publicly defended by the doctoral candidate on the premises of the University of Thessaly before the seven-member examination committee, which asks questions to the candidate. The meeting for the public defense

Thesis defense may also be carried out using videoconferencing. If the physical presence of all members of the examination committee is not possible. The public defense process requires the physical presence of at least four (4) members of the examination committee, while the other members may also participate via videoconference. The meeting and the entire examination process are coordinated by the supervising faculty member.

The seven-member examination committee then meets in private, evaluates the doctoral thesis in terms of quality, completeness, originality and contribution to science and, based on these criteria, approves it by a majority of at least five members. The retired members of the three-member advisory committee, who have been replaced in accordance with paragraph 5, may attend the meeting without the right to vote.

After development, the Seven-Member Examination Committee draws up a Final Evaluation Report that is signed by all its members present.

The members of the Seven-Member Examination Committee who may suggest corrections to the final text, based on the presentation, may reserve their right to sign the Minutes and sign them only after the candidate has responded satisfactorily to their suggestions. The supervising professor is responsible for carrying out this procedure, and he/she submits the fully signed Minutes to the Department Secretariat.

The approved Doctoral Thesis is graded on the following scale: Excellent, Very Good, Good. Only theses are graded with the grade "EXCELLENT" the results of which, at the time of the evaluation, have been published or have been accepted for publication in scientific journals included in international lists. The seven-member committee is encouraged to take seriously any other publications and the weighting factor of the journal in which the publication was made.

Approved doctoral theses, after any corrections proposed by the examination committees, under the responsibility of the Department Secretariat, are deposited in the library as one (1) copy in electronic format, together with a statement signed by the doctoral candidate and the supervisor, which precisely defines the timeframe for posting - publishing the thesis in the University's institutional repository {<http://ir.lib.uth.gr>}.

In order to be granted the doctoral title document, the thesis must be submitted to the National Archive of Doctoral Theses (EADD) maintained and made available by the National Center for Documentation and Electronic Content (EKT). The doctoral thesis is submitted through the Electronic Submission System of EADD, which is used by the Secretariats of Greek HEIs and

doctoral candidates, according to the detailed instructions on the relevant EKT website (<https://phdms.ekt.gr/phdms/about/aboutPhdms>).



4. ANNOUNCEMENT OF A DOCTORAL CANDIDATE

The candidate has the right to appeal after the Final Evaluation Report with a positive assessment by the seven-member examination committee has been submitted to the Department Secretariat.



The status of a doctorate is acquired on the date of approval of the doctoral thesis by the seven-member examination committee.

The proclamation by the Assembly has a confirmatory nature.

Before his or her graduation and confirmation, the doctoral candidate may request a certificate of successful completion.

The procedure followed before the PhD is awarded includes:

- a) Candidate's application for confession.
- b) Submission of the thesis to the Department Secretariat in digital format.
- c) Certificate of submission of the doctoral thesis from the Foundation's Library.
- d) Submitting a thesis to the National Documentation Center under his own responsibility.

The conferment process takes place within the framework of the Assembly of the Department of Physiotherapy. The consecration and awarding of the Doctoral Degree take place in a special ceremony, in accordance with the Decision of the Senate of the University of Thessaly.

5. CO-SUPERVISION

The University Departments collaborate with research centers and Institutes of article 13A of Law 4310/2014, including the research centers of the Academy of Athens and the Biomedical Research Foundation of the Academy of Athens, for the preparation of doctoral theses under co-supervision.

In this case, the administrative responsibility for the preparation of the doctoral thesis is assumed by one of the collaborating Institutions, a supervisor is appointed by each collaborating Institution/organization and the preparation of the thesis lasts at least three (3) years from the appointment of the supervising faculty members/researchers.

The process of preparing the thesis, from the selection of the doctoral candidate to the award of the doctoral degree, as well as the granting of a single or separate degree in the event of collaboration between Institutions, is provided for in the relevant Special Cooperation Protocol, which is drawn up by the collaborating Departments/bodies and approved by the relevant Senate and the collective administrative bodies of the Research Centers.

Any issue regarding the co-supervision of doctoral theses with recognized equivalent institutions or research centers and institutes abroad will be determined by the respective Ministerial Decisions.

6. COPYRIGHTS

The copyright of Doctoral Theses or the possible patent or commercial exploitation rights of the work are determined by relevant decisions of the Ethics Committee of the University of Thessaly.

Any kind of plagiarism in coursework, publications or the writing of PhD theses, fabrication of research data and unscientific behavior in general is prohibited. The Ethics Committee is responsible for informing PhD Candidates and imposing penalties, where necessary. Detailed instructions on the matter will be issued by the University Ethics Committee.

Plagiarism is defined as the verbatim copying of text from any source (published or unpublished), without placing the text in quotation marks and/or without making a proper bibliographic reference to the source from which it is drawn. Plagiarism is also defined as the transfer of a text into a work with minimal phraseological changes and/or by simple translation from one language to another and without making a proper reference to the source from which it is drawn.

No doctoral dissertation is submitted for support unless it has been previously checked by the electronic plagiarism prevention service of the institution's central library.

The beneficiary of the economic and moral intellectual property rights of the dissertation is the PhD student who conducted the research and co-authored the dissertation, who also signs the relevant submission form.

Industrial property rights (e.g. inventions), which may arise from the results of the PhD research, belong to both the PhD candidate and the supervising professor or other co-researchers participating in the research team, in accordance with applicable legislation.

Intellectual property rights arising after the end of the DD, due to the continuation of the respective research, belong exclusively to the scientific director of this phase of the research and/or to other co-researchers, according to the degree and materiality of the participation of each of them in the said scientific research. For these issues, a relevant contract may be signed between the parties at any stage of the research, in which both the co-responsibility for the design and implementation of the research and the participation of the parties (researchers, laboratories) in the distinct stages of the research should be clearly defined.