



TOMORI PÁL COLLEGE

TDK REGULATIONS

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Applicable: 21.05.2025

Responsible person: vice rector for Science

¹ These regulations repeal v5 of the TDK regulations adopted on 21.05.2024 with Senate resolution number 27/2/2024.



TABLE OF CONTENTS

I.	GENERAL PROVISIONS.....	5
1. §	Legislation	5
2. §	Scope of the Regulations	5
II.	PARTICIPATION IN STUDENT RESEARCH WORK	5
3. §	Announcement of the Student Research Conference	5
4. §	Consultants, requirements, co-authored TDK thesis	5
5 §.	Submission of the TDK thesis	6
6.§	The TDK conference	6
III.	MISCELLANEOUS	7
5. §	Entry into force.....	7
1.	ATTACHMENT NO.: TDK PROJECT REVIEW SHEET FOR THE EXTERNAL REVIEWER.....	8
2.	ATTACHMENT NO: TDK EVALUATION SHEET FOR THE TDK CONFERENCE JURY	9



The Tomori Pál College (hereinafter: College) defines the Student Research Regulations (hereinafter: Regulations) in the following:

I. GENERAL PROVISIONS

1. § Legislation

(1) 2011. CCIV. law on national higher education.

2. § Scope of the Regulations

(1) The scope of the Regulations covers all students and lecturers of the College who participate in the work of the Student Research Conference, either as presenters of a student research thesis (hereinafter: "thesis"), or as consultants, reviewers, organizers, and jury members.

II. PARTICIPATION IN STUDENT RESEARCH WORK

3. § Announcement of the Student Research Conference

(1) The College holds the Scientific Students' Association (hereinafter: "TDK") Conferences at least once per academic year (at most twice), in the first half of November and April of each academic year.

(2) By September 15 (and February 15) of the academic year, the current **vice rector for Science** will post the opportunity to participate in the TDK and the conditions on the College's bulletin board. In this announcement, the most important aspects of the writing and evaluation of the thesis prepared within the framework of the TDK, as well as the date of the TDK conference, must be described. The announcement must indicate the amount of monetary rewards associated with the TDK ranking, as well as other recognitions.

(3) The announcement must be posted for at least 60 days.

(4) TDK creates a public forum for student works with scientific demands that exceed the curriculum. Its purpose is to promote the scientific and professional development of authors, to develop scientific thinking and debate style. Students enter with field projects.

4. § Consultants, requirements, co-authored TDK thesis

(1) Participation in the TDK is subject to consultation. The **vice rector for Science** contacts all students applying to TDK and informs them based on the characteristics of the topic they have chosen, which department to consult with the head of department. The **vice rector for Science** immediately and directly informs the head of the department recommended by him of the student's name and the title of his thesis.

(2) The head of department contacted by the student must immediately appoint the One or more consultants involved in the preparation of a TDK thesis. The student must immediately contact the consultant and discuss with him the tasks and deadlines related to the preparation of the thesis, the literature used, etc.

(3) The current regulations of the National Scientific Students' Associations Conference (= OTDK) apply to the thesis to be prepared. That is, the thesis

- a) has to be evaluative and analytical, not descriptive;
- b) should be forward-looking as far as possible and not just a historical retrospective;
- c) include own material collection and research related to the topic, as well
- d) it cannot be the same as the thesis already submitted by the student.

(4) Regarding the form and content requirements, the content and form requirements prescribed by the OTDK must be observed. **The scope of the thesis must be 25-30 pages also comply with the current scope requirements prescribed by the OTDK sections.**

(5) More than one student can prepare a TDK thesis (co-author of TDK thesis). The co-authors have to be legally active students with the College. There can be a maximum 3 authors. In case of a co-authored TDK thesis, all co-authors must actively participate in the conference presentation. The credit points gained in the evaluation for the co-authors must be equally distributed among them. **The official submission of the TDK thesis and the undertaking of an oral presentation at the TDK conference must be carried out in accordance with the requirements. There is no possibility of withdrawing from the oral presentation.**

5.§. Submission of the TDK thesis

(1) TDK theses must be submitted uniformly to the **Rector's Office of the College** by October 31 (and March 31) of each academic year, addressed to the **vice rector for Science**. Failure to meet the deadline(s) does not mean that the thesis cannot be submitted later, however, in such a case, the **vice rector for Science** must be informed of the reason for the delay and the expected deadline for submission of the thesis. Theses can be submitted no later than the Monday of the week before the TDK conference. A copy of the TDK thesis must be submitted to the Rector's Office electronically as a file attached to an e-mail, as well as a printed copy.

2) After receiving the theses, the **vice rector for Science** appoints an external reviewer who did not participate in the preparation of the theses after learning their content. The evaluation form of the external reviewer is included in APPENDIX NUMBER 1.

(3) The external evaluators must prepare and send their evaluation to the **vice rector for Science** no later than the TDK conference.

(4) Among our students who prepare a TDK thesis and successfully defend it, the 1st place winner in each section will receive a cash prize, the amount of which will be published by the College in the current call for applications. The student receives an exemption from the exam in the subject area in which the thesis fits - and completes it with an excellent grade.

6.§ The TDK conference

(1) The organization and conduct of the TDK conference is the responsibility of the **vice rector for Science** as TDK president and a lecturer as TDK manager. Other teaching and non-teaching employees of the College are obliged to help prepare the conference.

(2) The **vice rector for Science** will post the exact time, location and program of the TDK conference on the notice board of the College two weeks before the date of the conference, and students and lecturers must be notified of this electronically.

(3) The **vice rector for Science** directly invites the consultants involved in the preparation of the thesis, who will form the jury. At least two lecturers must be invited to the jury who did not collaborate as consultants in the preparation of any thesis presented in a given year.

(4) At the TDK conference, the students present their thesis orally, and after the presentation, they can be asked questions. Both the jury and the audience can ask questions. It is the duty of



the **vice rector for Science** to conduct the questions and the debate in an orderly and cultured manner.

(5) The student must be given the opportunity to get to know the opinion of the external reviewer and to react to it orally.

(6) When all students' presentations have been completed, the jury withdraws and makes its decision. If the assessment of the result is not unanimous, the jury will decide the issue by open voting, with a simple majority. The evaluation sheet used by the jury is included in APPENDIX NUMBER 2, the result can only be determined on this evaluation sheet.

(7) The jury decides on the question of whether the students fulfilled the professional and scientific quality requirements expected from the TDK thesis and presentation, and also decides whether there was a student whose thesis was suitable or could be made suitable for the student to represent the College at the National Scientific Students' Associations Conference (=OTDK).

(8) If, in the judgment of the jury, there were TDK theses and presentations that met the professional and scientific quality requirements, then the jury assigns positions based on a comparison of these theses and presentations. If there was no such paper and presentation, or if there was only one, no ranking can be awarded.

(9) All students preparing and presenting TDK papers must be issued a certificate of participation. Students who achieve a place receive a separate certificate, on which their place is also indicated. The diplomas are awarded at the Diploma Ceremony.

7§.Transitional provisions and others

(1) The **vice rector for Science** is obliged to keep a record of the title of the theses submitted, the names of the students, the consultants and external reviewers, as well as the results of the theses, which is considered a non-discardable document.

(2) A copy of the submitted theses is kept by the **vice rector for Science**.

(3) Minutes of the TDK conference must be prepared, on which the place and time of the TDK conference, the names of the participating jury members, the events that took place at the conference, especially extraordinary events, and the result must be indicated. The evaluation sheets made on the basis of the sample specified in APPENDIX NUMBER 2 form an appendix to the minutes. The minutes are kept by the person appointed by the **vice rector for Science**, who cannot be a student or a member of the jury. The minutes are authenticated by the **vice rector for Science**.

III. MISCELLANEOUS

5. § Entry into force

(1) Present regulation enters into force with the approval of the Senate.

a) Decision number: 23/2/2025.

b) Decision date: 20.05.2025

c) Entry into force: 21/05/2025

(2) The vice rector for Science is responsible for preparing the Regulations, updating them in accordance with legal requirements, and reviewing them annually.



1. ATTACHMENT NO.: TDK PROJECT REVIEW SHEET FOR THE EXTERNAL REVIEWER

Name of institution	Tomori Pál College	
Name of major, specialization		
The name of the author of the thesis		
Thesis title		
EVALUATION		
ASSESSMENT CRITERIA	SCORE GIVEN	
1. Research, source (max. 20 points) - excellent: 17 – 20 points (use of foreign and domestic literature) - good: 14 – 16 points (use of domestic literature only) - medium/average: 11 – 13 points (mostly material mechanically taken from literature)		
2. Editing, style (max. 10 points) - excellent: 9 – 10 points (well-edited work, fluent, professional style, linguistically correct) - good: 7 – 8 points (well-edited work, but the text is difficult, professional, linguistically inaccurate) - medium/average: 5 – 6 points (stuttering, structural and stylistic irregularities, language errors)		
3. Content and methodological evaluation of the thesis (max. 20 points) - excellent: 17 – 20 points (excellent analysis, independent exploratory activity, high-quality conclusion) - good: 14 – 16 points (descriptive work, broad knowledge of material, but little analysis, basically correct conclusion) - medium/average: 11 – 13 points (descriptive work, incomplete knowledge of material, little analysis, basically correct conclusion)		
4. Presentation (max. 10 points) - excellent: 9 – 10 points (attractive presentation, appropriate illustration of the topic) - good: 7 – 8 points (the figures are not in line with the topic, difficult to understand) - medium/average: 5 – 6 points (typing errors, disorganized, unclear)		
Total score: 60 points		

Name of consultant(s):		
Name of external reviewer:		
Signature of the external reviewer:		
Date:		
TEXT ASSESSMENT, QUESTIONS TO THE STUDENT		
Shortcomings of the thesis:		
The positives of the thesis:		
No. 1 question:		
No. 2 question:		



2. ATTACHMENT NO: TDK EVALUATION SHEET FOR THE TDK CONFERENCE JURY

Name of institution	Tomori Pál College
Name of major, specialization	
The name of the author of the thesis	
Thesis title	
EVALUATION	
ASSESSMENT CRITERIA	SCORE GIVEN
<u>Oral performance, presentation</u> - excellent: 36 – 40 points (the student's presentation is to the point, fluid, professional use of words, presents his presentation confidently with illustrations, his answers to the questions are excellent and precise, proving a thorough knowledge of the topic) - good: 31 – 35 points (the student's presentation is to the point, fluid, professional use of words, delivers his presentation confidently but does not use visual aids, his answers to the questions are correct, proving his knowledge of the topic) - medium/average: 26 - 30 points (the student's presentation is to the point, but somewhat difficult, his use of words is professional, he does not use illustrative tools or uses them inappropriately, his answers to the questions are roughly correct, they demonstrate a superficial knowledge of the topic) - acceptable/poor: 21 – 25 points (the student's presentation contains many secondary topics, his presentation is drawn-out and not confident, his use of words is rather professional, he does not use illustrative tools or uses them inappropriately, his answers to questions are mostly incorrect, they demonstrate a superficial knowledge of the topic) - bad/inappropriate: 15 – 20 points (the student's presentation is uncertain, does not focus on the topic, his use of words is not professional, his answers to the questions are incorrect, they demonstrate insufficient knowledge of the topic)	
Total score: 40 points	
The total score of the written and oral assessment:	
Recommended placement at the TDK Conference:	

Signature of the president of the jury:	
Date:	
TEXT EVALUATION OF THE ORAL PRESENTATION	
Shortcomings of the presentation:	
The positives of the presentation:	