



APPROVED BY
Director of State Research Institute
Center for Physical Sciences and Technology
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**DESCRIPTION OF THE PROCEDURE FOR THE USE OF DOCTORAL STUDIES FUNDS
OF
STATE RESEARCH INSTITUTE
CENTER FOR PHYSICAL SCIENCES AND TECHNOLOGY**

**CHAPTER I
GENERAL PROVISIONS**

1. The purpose of the funds allocated for doctoral studies at the State Research Institute Center for Physical Sciences and Technology (hereinafter Center) is to support the doctoral studies at the Center, preparation of scientific articles and dissertations, scientific creative activities.

2. For a doctoral student studying at a doctoral position financed by the Government or European Union Structural Funds competitive doctoral program during doctoral studies is paid a grant (scholarship) of the amount established by the Government of the Republic of Lithuania, which is not included in the procedure for the use of doctoral study price funds specified in this Description.

3. The usage of the doctoral study price funds allocated to doctoral students is administered by the Department of Scientific Information and Doctoral Studies.

4. For the doctoral students allocated funds of the doctoral study price shall not be accumulated nor transferred to the next study year.

**CHAPTER II
PURPOSE AND PROCEDURE FOR THE USE OF FUNDS**

5. The funds of the doctoral study price may be used:

5.1. for acquisition of doctoral needs (goods, materials, services, computer and its software, mobility (conference/internship), publication of an article, other basic tools necessary for studies);

5.2. to encourage doctoral students by employing them or by awarding additional scholarships for scientific achievements. Additional scholarships for doctoral students are awarded on the recommendation of the doctoral supervisor, in agreement with the administration of the Center;

5.3. for publication of dissertation and its summary;

5.4. for dissertation defence expenses (salaries of reviewers, chairman and members of the defence council and other expenses related to the dissertation defence);

5.5. to cover travel and accommodation expenses of a member of dissertation defence council from abroad;

5.6. for remuneration of doctoral students' scientific supervisors and consultants (except for consultants of external doctoral students), study subject consultants, chairman and members of examination commissions;

5.7. for administration of doctoral studies (not more than 50 percent of the doctoral studies price funds received by the Center).

6. Up to 1,500.00 EUR is allocated for the doctoral needs specified in Paragraph 5.1 of the Description in the Ist - IIIrd doctoral study years, the use of which is a subject to the following requirements:

6.1. In order to procure goods for doctoral needs, the public procurement procedure approved by the Center must be followed. The planned procurement must be agreed in advance with the public

procurement organizer appointed for the department in which the doctoral student is studying, and with the Centre's IT specialist when purchasing computer equipment and/or software. When purchasing hardware separately from a computer, the inventory number of the computer on which the software will be installed must be provided to the IT specialist.

6.2. The price of one unit of goods necessary for doctoral needs cannot exceed 500.00 EUR with VAT. Proforma invoices in which the price of the instrument to be purchased exceeds 500.00 EUR with VAT will be not paid.

6.3. Documents for the purchase of goods for doctoral studies (Proforma invoices, Invoices, etc.) must be endorsed by the supervisor of doctoral student, indicating from which doctoral student (doctoral student's name and surname) the invoice for doctoral needs must be paid.

6.4. Procurements of goods for doctoral needs cannot be carried out in December and January.

7. The funds allocated for goods described in Paragraphs 5.1 and 6 of the Description in the IVth year of doctoral studies shall be allocated for the purposes specified in Paragraphs 5.2 – 5.5 of the Description.

8. Doctoral students who are not employed in the current study year, except for the IVth study year, may be additionally reimbursed the costs of one conference/internship during that current study year.

CHAPTER III FINAL PROVISIONS

9. The Center reserves the right to determine and change the amount and conditions of funds allocated for doctoral needs, mobility and promotion by a separate decision.

10. All costs related to the defence of the dissertation (including printing for the first time and sending the dissertations to the addressees approved by the Doctoral Committee) will be covered from the doctoral study cost funds for doctoral students defending a dissertation for a period not exceeding twelve months after the end of the doctoral studies.

11. The additional scholarships for scientific achievements referred to in the Paragraph 5.2 of the Description may be awarded after change in the legal status of the Center from budgetary body to public body.
