

**Postdoctoral Research Regulation
(G.G. 267/27-01-21 i.b')**

**Article 1
General Provisions**

Aristotle University of Thessaloniki provides scientists with the opportunity to conduct Postdoctoral Research in fields that fall within the research interests and scientific fields of its Faculties and Schools. The main objectives of the elaboration of P.R. at AUTH are the following:

- The extension of the results of the doctoral dissertation of the researchers to new scientific directions of interest to the School.
- The support of scientists capable of contributing to the advancement of science, research and its applications.
- The qualitative and quantitative upgrade of scientific research.
- Dissemination of results and transfer of know-how.
- The promotion of academic prestige and the international distinction of the research work of AUTH.

**Article 2
Competent bodies for the elaboration of postdoctoral research**

Competent bodies for the organization and elaboration of the P.R., in accordance with the current provisions, are the following:

1. The Senate of Aristotle University of Thessaloniki, which is responsible for the approval of this Regulation.
2. The Postgraduate Studies Committee of Aristotle University of Thessaloniki, consisting of the Vice Rector for Academic Affairs and Student Welfare and the Deans of the Faculties, which proposes to the Senate issues related to the P.R.
3. The Assembly of the relevant School, which has the following responsibilities:
 - Announcement of postdoctoral researcher positions,
 - Defining the qualifications of postdoctoral researchers,
 - Approval of requests for drafting P.R.,
 - Arrangements of other issues concerning the organization and elaboration of the P.R.,
 - Issuance of a certificate of completion of the P.R.

**Article 3
Postdoctoral research approval procedure**

3.1. The Schools may announce postdoctoral research positions, which they publish on their website. The notice shall state the conditions and the deadline for the submission of applications, as well as the obligations of the

postdoctoral researchers regarding their participation in the research and the teaching, the deliverables and the completion of the P.R.

3.2. The Schools, on dates set by their Assemblies, accept applications from interested researchers, which are submitted to their Secretariats (see model ANNEX A).

3.3. Applicants for Postdoctoral Research must be holders of a PhD from a Greek university or an equivalent degree from a foreign institution recognized by NARIC, in a subject related to that of the proposed Postdoctoral Research.

3.4. Applicants must have an excellent knowledge of the language in which the Postdoctoral Research will be conducted.

The application shall state the name of the faculty member (professor, associate professor, assistant professor or emeritus professor of the School) under whose supervision the applicant wishes to carry out the P.R. The application is accompanied by the acceptance of the suggested supervisor and the following supporting documents:

- A copy of a diploma of a Greek university or a foreign institution recognized by NARIC
- A copy of a Master's diploma of a Greek university or a foreign institution recognized by NARIC (if any)
- A copy of a PhD from a Greek university or a foreign institution recognized by NARIC
- A detailed CV
- A list of scientific papers that have been prepared / published
- A Postdoctoral Research proposal according to the model established by the School

Additional supporting documents or more specific arrangements, in accordance with the applicable legal framework, may be provided in the relevant announcement, following a decision of the Assembly of the relevant School.

3.5. The Secretariat of the School, to which the applications with the necessary supporting documents are submitted, records the applications and after conducting the necessary formal check, forwards the applications to the Assembly of the School.

3.6. The Assembly examines the relevance of the research proposal to the research areas covered by the School and approves or rejects it or requests additional supporting documents. The Proposal (see model APPENDIX B) is signed by the supervisor. Faculty members can supervise the elaboration of P.R., in proportion to their other obligations in the undergraduate,

postgraduate and doctoral programs. Each School, by decision of its Assembly, can decide on the maximum number of P.R.s that can be supervised at the same time by a faculty member. The proposal that is submitted is also the suggestion of the proposed supervisor. If the expediency of the implementation of the research is confirmed, the Assembly approves the application for conducting P.R. and assigns it to the supervisor.

3.7. The Secretariat of the School registers the postdoctoral researchers. The date of the acceptance by the Assembly of the School, is the starting date of the PR.

3.8. The Secretariat of the School informs the Postgraduate Studies Committee about the registration of the postdoctoral researchers and the field of their research.

Article 4 **Duration of Postdoctoral Research**

The duration of the P.R. cannot be less than 12 months from the date of the acceptance and approval by the Assembly and, in any case, not more than 36 months. In exceptional cases and with relevant documentation, postdoctoral researchers may request an extension. In this case, the supervisor submits to the Assembly of the School an Evaluation report of the P.R., setting out the overall progress of the research, based on which the expediency of the requested extension is evaluated. The Assembly of the School, taking into account the Evaluation report of the supervisor, decides on the approval or rejection of the application for extension.

Simultaneous elaboration of postdoctoral research in the same or another School of the Institution or another Greek or foreign Institution is not allowed, unless the Assembly of the School decides otherwise after the suggestion of the supervisor.

In case of transfer or inability of the supervisor, a new supervisor is appointed, by decision of the Assembly of the School.

In case of dysfunctional cooperation between the postdoctoral researcher and the supervisor, upon a reasoned request of the researcher and a decision of the Assembly of the School, the researcher may change his/her supervisor. The supervisor may continue the supervision of the research even when he/she is on long-term leave.

Article 5 **Benefits of Postdoctoral Researchers**

5.1. During their research postdoctoral researchers may use the title and the data of the School with respect to the academic ethics.

5.2. Postdoctoral researchers have access to

- the laboratories and clinics of the School or other Schools of the Aristotle University of Thessaloniki and their respective equipment
- the libraries of the University with the right to borrow books
- the computer rooms

5.3. Postdoctoral researchers may apply for funding (for their participation in conferences, consumables, equipment and services for the implementation of their research, field measurements and compensation of support staff, etc.) from the budget of the School or the Faculty following relevant decisions of the Assembly or the Board.

5.4. Postdoctoral Researchers in collaboration with their supervisor, may submit proposals for paid research projects if decided by the supervisor.

5.5. In exceptional cases and upon a substantiated recommendation of the Assembly of the School and with the absolute majority of its members, a distinction (award of Excellence) may be awarded to the postdoctoral researcher for the innovation or originality of the research project, after being previously evaluated by the Committee of Excellence and the Senate of AUTH.

Article 6

Obligations of Postdoctoral Researchers

6.1. Postdoctoral researchers must prepare, in collaboration with the supervisor, and submit to the Assembly of the School, a semi-annual progress report of their P.R. The progress report is evaluated by the supervisor, who prepares an evaluation report and submits it to the Assembly of the School for approval.

6.2. Postdoctoral researchers may present the progress of their research in seminars, lectures or other activities organized by the School under the responsibility of their supervisor, aiming at the recognition of the P.R.

6.3. Postdoctoral researchers are required to indicate the School and the Faculty of AUTH in which they conduct the research (academic affiliation) in each of their publications.

6.4. Postdoctoral researchers must comply with the Internal Regulations of the Institution.

6.5. Postdoctoral researchers during the elaboration of the P.R. can be present in physical presence on the university premises for a minimum period

of time, as defined by the Assembly of the School, upon the recommendation of the supervisor. Also, they must provide research and teaching work, assigned to them by the Assembly of the School, upon their request and suggestion of the supervisor, as provided in the announcement of the respective position of postdoctoral research.

Article 7

Completion of Postdoctoral Research

7.1. The postdoctoral researchers prepare and submit in collaboration with the supervisor the P.R. completion report according to the model established by the School.

7.2. The postdoctoral researchers are obliged to present the results of the P.R. publicly on a date and place arranged by the supervisor.

7.3. After the completion of the research, a certificate stating the Institution, the School, the name of the researcher, the father's name, the place of origin, the subject of the research as well as the time of its conduct and the name and capacity of the supervisor, is issued. The certificate is signed by the Head of the School. The certificate is not considered a degree.

7.4. After the completion of the P.R, the Secretariat of the School informs the Postgraduate Studies Committee.

Article 8

Deletion of Postdoctoral Researchers

The deletion of a postdoctoral researcher, by decision of the Assembly of the School, is possible when the provisions of this regulation are not observed, as well as in any other case of violation of basic principles of academic ethics.

Article 9

Co-Supervision of postdoctoral research

The Schools may proceed to the co-supervision with other Schools of the same or another Institution, with the Schools of Institutions abroad, as well as with recognized research centers, as they are mentioned in article 13 of law 4310/2014, following the terms and conditions of this Regulation.

In any case, the collaborating Schools must draw up a Special Cooperation Protocol. The Special Cooperation Protocol should specify the necessary qualifications of the P.R., the duration of its preparation, the competent bodies for the organization and operation of the P.R., the possible funding

resources (including the ways of covering expenses), the benefits and obligations of the postdoctoral researcher, etc.

The conclusion of cooperation for the co-supervision of postdoctoral research is approved by the Assemblies of the Schools and the relevant Senators or the competent bodies of the research centers.

Article 10 **Quality assurance**

By decision of the Senate of the Aristotle University of Thessaloniki, following a proposal of the Postgraduate Studies Committee, an internal evaluation procedure of the P.R. is established.

Article 11 **Records**

The Secretariat of the School maintains a special Register of the postdoctoral researchers, in which are recorded for each postdoctoral researcher: the name and surname, the institution that awarded the doctoral degree, the title of the P.R., the date of commencement and completion of the P.R., the supervisor and the completion report of the P.R.

Article 12 **Implementation of the regulation**

This Regulation shall apply after its publication in the Government Gazette and only to postdoctoral researchers admitted after that date.