

## **Paper-Based Thesis Guidelines**

### **Department of International Relations and Political Science**

With prior written permission of the Dissertation Supervisor:

#### **1. Criteria:**

- a) The thesis should be original and present the student's own work completed during the program of study for which the thesis is being submitted. The student must have played the major role in setting up and conducting the research, obtaining data and analyzing results, as well as preparing and writing the papers submitted for examination.
- b) The thesis should present a coherent account of a unified research project and should not be a collection of unconnected or loosely connected papers.
- c) The student must be the sole author of at least two of the three papers.
- d) All three papers must be accepted or acceptable for publication in journals ranked A or B in the department's list.

#### **2. Examination:**

- a) Paper publication or acceptance of publication in a peer-reviewed journal does not supersede the authority or responsibility of the thesis committee to evaluate the thesis and to recommend or require changes.
- b) Co-authorship: If the supervisor or second reader is co-author on one paper, he/she cannot serve as an examiner on that particular paper during the defense. External readers should not be co-authors.

#### **3. Format:**

- a) In general, the thesis consists of at least three papers as well as an introduction and conclusion that *inter alia* situate the papers within a broader literature or literatures, elaborate (as appropriate) on the theoretical, conceptual and methodological orientation of the works, and discuss avenues for future research. Each paper (including the introduction and conclusion) should be between 9,000-14,000 words in length, including all notes and references.
- b) A prior graduate thesis or sections of a prior graduate thesis/dissertation cannot be included as a paper in a PhD thesis.
- c) A preface must provide full bibliographical details of each paper included in the thesis, as well as whether the paper is reproduced in whole or in part. In the case of a partially reproduced paper, it must include a description of the changes that have been made to the published version. For theses that include co-authored material, the preface must include a statement from the supervisor/second reader and the

student clearly indicating the distribution of labor on each co-authored paper. The objective of this requirement is to assure examiners that there has been full disclosure of collaborative activity.

#### **4. Copyrighted Materials and Permissions:**

- a) Use of copyrighted material must be acknowledged in the preface and tables and figures must have "reprinted with permission of..." in their captions.
- b) In a case where a thesis includes a paper co-authored by the student and others, the candidate must obtain permission from each co-author to use this work and provide a statement of permission along with the thesis as a separate document. Each co-author must include in the statement of permission the extent of his or her contribution to the paper included in the thesis.
- c) The same text from a co-authored published paper may not be used in more than one thesis.