

## BIO 811 - RESEARCH PROPOSAL

### Postgraduate Studies' Regulations of UCY

According to the Postgraduate Studies' Regulations of the University of Cyprus, each student must present his/her proposal for a doctoral research project in front an Examining Committee, consisting of three members. This Committee is constituted by the Departmental Council, after suggestions by the Departmental Committee for Postgraduate Studies and the Research Advisor, which serves as Head of the Committee. One member of the Examining Committee can come from another Department and/or University or Research Institute, but with closely relevant research interests.

### Departmental Regulations

After a successful Comprehensive Examination, the candidate PhD student can submit and present his/her research proposal, whose subject is the student's doctoral research project. The presentation of the research proposal can be submitted during any semester but it has to be presented at least one calendar year before the expected public support of his/her PhD thesis.

### Registration of students in 'Submission of Research Proposal'

The postgraduate student should register in the code BIO 811 Research Proposal at the specific semester when he/she plans to present it. In case the student registers but does not present it, he/she is automatically assigned with a zero grade.

### Presentation

The presentation of the research proposal in front of the Examining Committee should be made according to the following rules:

- (a) Submission of a written research proposal to the Examining Committee. The proposal should explicitly mention the student's views about the originality and scientific contribution of the proposal to the respective research field.
- (b) The Examining Committee prepares a structured evaluation report of the proposal, which should mention both the points where the committee agrees with the student's views and those where it disagrees. The evaluation is submitted to the Departmental Council (for updating reasons only).

The presentation of the research proposal is open to students and other members of the Department, unless there is some good special reason, which the Committee can take into account.

### Grades of Research Proposal

The Research Proposal can be graded either as Success or Failure. There is no option for an 'Incomplete Grade'.

### Failure

In case of failure, the Research Advisor can either terminate his/her cooperation with the student or allow him/her to submit and present a new proposal.

### Structure and Procedures

The Research Proposal is about the subject of the student's doctoral research project. The students must include a chapter with any preliminary results that may have obtained until that point, up to 5 pages including figures and tables. The total length of the proposal should not exceed some 30 pages (without references).

The research proposal is presented in front of the Examining Committee for a maximum of 40 minutes, without interruption, except for a few possible short clarifications by committee members. After the presentation, the committee examines the student in order to evaluate the level of understanding of the proposal subject, the attainability of the project and the range of the student's knowledge, who can be examined also on subjects related to that of the proposal.

Students can ask their Research Advisor for advice and help, so that they can gain a deeper understanding of the importance, the structure and the aims of a research proposal. They are expected, nevertheless, to take initiative, so that their abilities in conceiving ideas, designing and conducting research projects can be evaluated.

It is advised that the research proposal has the following structure:

- A first page with the name of the student
- A summary up to 500 words
- Introduction and current knowledge, up to 5 pages
- Scientific hypothesis and specific aims, up to 2 pages
- Importance and innovation of the proposal, up to 2 pages
- Materials and Methods, up to 10 pages
- Preliminary results, if available, up to 5 pages (including figures and tables)
- Appendices, up to 3 pages
- Budget, up to 2 pages or as an Excel file. It is possible, if needed, to include also contributions from other experts as advisors or for specialized services (e.g., statistical analyses of data etc). The budget should include equipment and consumables purchase, participation in congresses, travel and field work expenses, publication fees, unpredicted expenses etc.
- References (no limits)

The text of the proposal should be in Greek or English.

**The above mentioned internal regulations of the Department regarding the submission of the Research Proposal apply for those current students that have not yet presented a research proposal till December 2013.**