

## QUALITY ASSURANCE REQUIREMENTS FOR DOCTORAL THESES

*A doctoral thesis must satisfy the following basic requirements:*

- It must make reference to extensive bibliography and a comprehensive and in-depth reference to international research which is relevant to the subject of the dissertation, thus correlating the findings of the dissertation to what has been achieved to date in the relevant scientific field.
- It must make explicit reference to the scientific contribution of the thesis, particularly as regards the advancement of the field based on the research conducted. Consequently, it must make explicit reference to the original aspects of the thesis.
- It must provide an original and significant contribution to scientific knowledge. In other words, a doctoral thesis must have a theoretical foundation and its findings must have an impact within the broader scientific field.
- The scientific contribution and originality of the thesis must be presented briefly but clearly in the abstract and analysed more extensively in the main part of the thesis.

*The following conditions apply to the procedures in connection with a doctoral programme:*

- Students submit a research proposal in writing, in which they state explicitly what they believe are the original aspects and the scientific contribution of the proposed work. The proposal is evaluated by a three-member committee which submits a structured evaluation report stating both the points regarding which it agrees with the positions expressed and those with which it disagrees. The evaluation report is submitted to the Department Board as a point of information.
- The thesis is submitted only with the approval of the student's Research Supervisor.
- The external members of an Examining Committee for a doctoral thesis (one external member must be from outside UCY and the other from a Department outside the student's own), must come from areas directly related to the subject of the thesis. In addition, any possible conflict of interest between the student and the external evaluators must be avoided.
- Based on the Internal Postgraduate Rules, the Department may ask each of the members of the five-member Examining Committee, with the exception of the student's Research Supervisor, separately and individually from the others, to submit to the Chair of the Committee a written report with preliminary remarks on the content of the thesis. The independent preliminary reports are then communicated to all other members of the examining Committee prior to the examination of the thesis and are attached to the Committee's final report as Appendices. The submission of a preliminary report by the Research Supervisor is optional. The members of the committee decide by a majority vote whether the student will be given an opportunity to defend the thesis.
- The Examining Committee's report to the Senate must substantiate its recommendations convincingly. It should be noted that the examining committee does not decide whether a PhD degree should be awarded, but only makes its

recommendation to the Senate as to whether or not the degree should be awarded, and the Senate makes its decision accordingly. In particular, if the recommendation is for the awarding of a title, the report must analyse the importance and originality of the research conducted as well as the scientific contribution to its field.

- The examining committee's report must also identify any publishable material in the thesis and suggest how this should be published (articles, monograph, etc.). If any publications have already taken place, a list must be attached together with the texts themselves.

The Chair of the Department submits to the Dean of the Graduate School the following documents: the final report of the five-member examining committee (with any attachments), the filled-out Form for the Submission of PhD Documents, the Thesis Submission Receipt from the University Library, and one hard copy of the PhD thesis. An abstract of the PhD thesis is presented to the Senate meeting during the discussion of the committee's report. The Dean of the Graduate School checks all supporting documents, verifies that the procedure followed is in accordance with University regulations and forwards all supporting documentation together with the recommendation of the examining committee to the Senate for the final approval for the award of the title of Doctor of Philosophy.