

GUIDELINES FOR DOCTORAL SUBMISSIONS

This document contains the general guidelines that must be followed for the submission of such applications in the Faculty of Arts.

Requirements for doctoral proposals

B.1 Title and Promotors (co-promotors)

The title of the dissertation must be concise but informative. The names of the promotor and co-promotor (if any) must also be clearly stated.

B.2 Problem Statement and focus

Doctoral study preferably concerns research undertaken with the intention of solving an existing and clearly formulated problem. The precise nature of the problem must be clearly formulated, taking into account, in particular, the meaning of the central concepts posed in its problem statement. The problem statement should be stated in not more than a single paragraph, and should formulate the focal point of the dissertation concisely, intelligibly and clearly.

B.3 Preliminary study

Doctoral study is intended to produce a new and unique contribution to knowledge. An indication must be provided under this heading of the way the proposed research deviates from, or adds to, existing knowledge in the field of enquiry. It is, therefore, essential to mention, in broad outline, other studies that have already been undertaken in the field, if this is possible and if indeed any exist.

In addition the candidate may mention under this heading his/her research experience or other academic background, relevant to the proposed study (for example, a Master's [or other] degree or other research/training in a related topic).

NB The candidate need provide references only to works cited under this heading or explicitly in the rest of the doctoral proposal.

B.4 Goals, theoretical points of departure/premises and hypothesis(es)/research questions

Although the statement of the problem poses the central question addressed in the dissertation in a concise and focused form, this heading offers the opportunity, if necessary, of formulating the goals more systematically. Assumptions and/or points of departure on which the research will be based and the theoretical framework(s) within which the research will be undertaken are also, as far as possible, stated under this heading, and provisional hypotheses, where relevant, formulated.

B.5 Methodology and approach

Candidates must clearly state what methods they intend using to address and attempt to solve the proposed problem. They should indicate their familiarity with possible controversies that exist in their field of research regarding the methodology in question. In the case of quantitative empirical research details must be provided of the manner in which data will be collected and analysed, possibly with examples of questionnaires or references to standard or newly developed measuring instruments.

If the study is of an inter- or multidisciplinary nature, this must be clearly stated. Candidates should then give an account of the questions that methodologically problematise such an undertaking, and indicate how such problems can/will be overcome.

B.6 Plan of research and scheduling of time

Candidates must give an explanation under this heading of the different phases through which the research will pass, and how these phases are linked logically and systematically. Preferably, they should provide clear indications, by formulating a provisional table of contents of the proposed dissertation, that they have a systematic and logically coherent and progressive plan of action for the project.

Candidates must also indicate the deadlines for the completion of each of the identified phases of the research. These deadlines should clearly indicate when the research is likely to be completed. Promotors and candidates should, as far as possible, use the time schedule to monitor the candidate's progress.

B.7 Impact

The expected impact of the research should be indicated briefly under this heading: for example, in what respects it makes a new contribution to the discipline, how it confirms or challenges conventional views, how it contributes to the current debates and/or what consequences the implementation/application of the new knowledge in society might have (if this is relevant).

B. 8 Connection with the doctoral programme(s) of the department

An indication should be given here of the way the proposed research is related to or is part of the doctoral programme(s) offered by the department (according to the *Jaarboek/Calendar*).

Submissions must not be longer than 2000 words.

Faculty Board of Arts

September 2000, amended 6 February 2002