

QUALITY ASSURANCE REQUIREMENTS FOR DOCTORAL THESES

A PhD thesis must satisfy the following basic conditions:

- It must make use of an extensive bibliography and a comprehensive and in-depth reference to international research which is relevant to the subject of the thesis. Thus, the findings and conclusions of the thesis must be correlated to what has been achieved so far in the relevant scientific field.
- It must make an explicit reference to the scientific contribution of the thesis, especially as regards the advancement of the field on the basis of the research conducted. Therefore, an explicit reference to the originality of the thesis is required.
- It must provide an important and original contribution to scientific knowledge. A doctoral thesis must have a theoretical foundation and its conclusions and findings must have an impact on the broader scientific field.
- The scientific contribution and originality of the thesis must be presented briefly but clearly in the thesis abstract and analyzed to a greater extent in the main part of the thesis.

The following conditions apply to the procedures of a doctoral program:

- The student submits a research proposal in writing, in which he/she states explicitly what he/she believes are the original aspects and the scientific contribution of the proposed work. The proposal is evaluated by a three-member committee who submits a structured evaluation report stating both the points of agreement and the points of disagreement with the positions supported by the doctoral student. The evaluation report is submitted to the Departmental Board as an information item.
- The thesis is submitted for evaluation only after the approval of the Research Supervisor of the student.
- The five-member examining committee is composed of the Research Supervisor, another two members from the Department's faculty, one external member from another university or research centre and one external member from another Department of the University of Cyprus or from another university or research centre. All external members of the examining committee must come from areas directly related to the subject of the thesis. Any conflict of interest between the student and the external examiners must be avoided.
- Following internal rules, the Department may request from all members of the examining committee to submit to the Chair of the examining committee an independent written report with

preliminary comments on the content of the thesis. The independent preliminary reports are then communicated to all other members of the examining committee prior to the thesis examination and are annexed to the final report submitted by the examining committee. The submission of a preliminary report by the Research Supervisor is optional. The examining committee decides by majority whether the doctoral student will be given the opportunity to defend his/her PhD thesis before the examining committee.

- The examining committee addresses its report to the Senate of the University of Cyprus. It should be noted that the examining committee does not decide on awarding or not a PhD title, but only makes a recommendation to the Senate, which is the appropriate body for making the final decision. The report must always be substantiated convincingly. Especially in the case of a positive recommendation, it must analyze the importance and originality of the research conducted as well as the scientific contribution the thesis makes to the particular field.
- The report of the examining committee must identify publishable material contained in the thesis, as well as suggest the type of publication (e.g. journal article, monograph). Reference must also be made to publications already produced from the thesis, in which case both a list of these and the actual text(s) must be attached to the final report.

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. 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 to the Rector's Council for preliminary approval. The Rectors' Council submits a brief proposal to the Senate regarding the awarding or not of the title of Doctor of Philosophy. The Rectors' Council brief proposal is accompanied by the report of the examining committee and an abstract of the thesis. The Rector's Council informs the Senate of any special circumstances regarding the thesis and/or the procedure.