

# LEPL Ivane Javakhishvili Tbilisi State University

## Institute for European Studies

### Doctoral Programme in European Studies

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#### **Work Plan for the Research Component of the Programme**

##### **I semester (4 hours long consultation with a supervisor during a semester):**

**Research Plan** - Table of content that includes chapters/subchapters and a very brief description of each chapter/subchapter;

**The Seminar Paper I** (10 ECTS credits) - A short scale research which is **NOT** related to the topic of dissertation. The range of words: 3,500–5,000 words, excluding bibliography. The seminar is expected to be a fully-fledged research demonstrating the well-built structure, the clear idea about the questions a PhD candidate wishes to address, sufficient theoretical and methodological awareness relevant to a PhD candidate's chosen area, sound analyses, adherence to proper citation style (of a PhD candidate's choice), pursuit of basic principles of ethics (e.g. not making any political statements), avoidance of a serious offense of even an accidental plagiarism, etc. The seminar paper topic will be announced by a supervisor and his/her signed conclusion, evaluation (grades (min 51 and max 100) for it is mandatory.

##### **II semester (4 hours long consultation with a supervisor during a semester):**

**The Seminar Paper II** (10 ECTS credits) - A short scale research which is **NOT** related to the topic of dissertation. The range of words: 3,500–5,000 words, excluding bibliography. The seminar is expected to be a fully-fledged research demonstrating the well-built structure, the clear idea about the questions a PhD candidate wishes to address, sufficient theoretical and methodological awareness relevant to a PhD candidate's chosen area, sound analyses, adherence to proper citation style (of a PhD candidate's choice), pursuit of basic principles of ethics (e.g. not making any political statements), avoidance of a serious offense of even an accidental plagiarism, etc. The seminar paper topic will be announced by a supervisor and his/her signed conclusion, evaluation (grades (min 51 and max 100) for it is mandatory.

##### **III semester (4 hours long consultation with a supervisor during a semester)**

**The Scientific-Research Project I** - One chapter of the dissertation in particular "Literature Review" chapter, printed and electronic versions; The average range of words: 8,000-10,000 words/20 pages minimum; Supervisor's signed conclusion is mandatory.

**The Scientific Article I** to be published in the IES bilingual Journal - Georgian Journal for European Studies – The Scientific-Research Project I should be transformed into Article I. Guidelines for article submission can be found on the following link: <http://ies.tsu.edu.ge/en/qg73ecvxl8pzmkw4/rgm0kwx-o-9duxrxi/ffbfclxhtz1tnrbqq/>; Supervisor's signed conclusion is mandatory where it should also be clearly stated that the article is of publishable quality. The scientific supervisor can coauthor the scientific article. After successful submission of articles PhD candidates are obliged to provide Georgian translation of them.

#### **IV semester (4 hours long consultation with a supervisor during a semester)**

**The Scientific-Research Project II** - One chapter of the dissertation ("Methodological Framework"), printed and electronic versions; The average range of words: 8,000-10,000 words/20 pages minimum; Supervisor's signed conclusion is mandatory.

**The Scientific Article II** to be published in the IES bilingual Journal - Georgian Journal for European Studies – The Scientific-Research Project II or another chapter of dissertation should be transformed into Article II. Guidelines for article submission can be found on the following link: <http://ies.tsu.edu.ge/en/qg73ecvxl8pzmkw4/rgm0kwx-o-9duxrxi/ffbfclxhtz1tnrbqq/>; Supervisor's signed conclusion is mandatory where it should also be clearly stated that the article is of publishable quality. The scientific supervisor can coauthor the scientific article. After successful submission of articles PhD candidates are obliged to provide Georgian translation of them.

#### **V semester (4 hours long consultation with a supervisor during a semester)**

**Submit at least the first half of the dissertation** – The average range of words 20,000- 24,000 words. Accompanied by a supervisor's signed review/conclusion.

#### **VI semester (4 hours long consultation with a supervisor during a semester)**

**Complete and Final Version of Dissertation** – Accompanied by a supervisor's signed and detailed conclusion. The average range of words: 30,000 – 35,000 words.

\*According to TSU rules in order to be admitted to the thesis defense PhD Candidates must also publish Two Peer-reviewed scientific articles related to the dissertation topic in high-ranking international journals (or conference materials) that have ISSN code and have an international editorial board (or Scientific Committee) and are distributed internationally and are open to international cooperation. At the same

time, at least one of these publications should be published in international journal (or conference material) that is indexed in Scopus or Web of Science bases.

\*PhD Candidates may apply for registration in additional semesters (up to 4 additional semesters) if they do not meet the requirements of Doctoral Programme in European Studies within 6 semesters.

\*For the technical requirements of the dissertation the IES relies on the faculty rules:

**Length of thesis:** 30,000-35,000 words;

**Structure of thesis:** to be decided by a PhD candidate in accordance with his/her thesis thematic;

**Paper:** A4 format (297x210 mm) on 80 g/m<sup>2</sup> thick paper; Orientation - vertical, printed on one side of the paper only;

**Fields:** left side - 2 cm, right side - 4 cm, from above and bottom - 2,5 cm;

**Font size:** 12 with Sylfaen; (larger fonts may be used for chapters/subchapters);

**Page numbering:** each page must have number (Arabic numerals); Minimum size of page number is 10; Numbers must be applied on the right bottom side of the page; Space between the page number and the bottom: 1.3cm, between the page number and the right side of the paper: 2.5cm;

**Space lining:** 1.5; for small sections (list of schemes and diagrams; abstract; content of table, remarks and etc.) should be used space line - 1;

**Titles of chapters and subchapters:** all chapters and subchapters must be included in the table of content; Each chapter must start from the new page, and subchapter must be continued on the same page; Applicable numerals: Arabic;

**Footnotes:** may be inserted at the end of the page, font size: 10. Applicable numerals: Arabic.

\*For supervisor:

A PhD candidate's seminar papers are evaluated according to the following scheme:

Scores	Evaluation	Classification of Evaluation
91-100	(A) Excellent	Positive
81 -90	(B) Very good	Positive
71 -80	(C) Good	Positive
61 -70	(D) Satisfactory	Positive
51 -60	(E) Sufficient	Positive
41 -50	(FX) Marginal Fail	Negative
40 and below	(F) Fail	Negative