

11.23

**Guidelines for submitting a doctoral program research proposal**

**[These guidelines apply for every research proposal submission](#)**

The proposal will be written in a clear and concise language, while adhering to grammatical rules.

**The research proposal will be printed:**

In Times New Roman font, 12pt. (except headlines in larger and bolder capitals)

Parts in Hebrew with Arial font, 11pt. (except headlines for larger and bolder headings)

On A4 paper using double spacing between lines, with a 2-3 cm border on each side.

The bibliography, notes and other references will be printed in single line spacing.

The bibliography will be printed in the same font size as the rest of the proposal; notes will be printed in a smaller font.

The research proposal can be printed on both sides of the page, provided that a convenient and clear reading is ensured.

Image descriptions and tables will be printed in bold size.

The length of the work without sections A, B, C, I will be up to 10 pages.

**The research proposal must include the following sections:**

**A. Title page** (example at end of document), including:

**Bar-Ilan University**  
**The Azrieli Faculty of Medicine**  
**Research title** in Hebrew and English  
**Student name, passport no.**  
**Supervisor's name**  
**Date**

**B. Table of contents**

**C. Abstract** in English (up to half a page)

**D. Scientific background** (1-2 p.)

The purpose of the scientific background is to define the scientific question that the research deals with, based on a scientific literature review to which the research relates to, and knowledge which has accumulated in science.

**E. The objectives and importance of the research**, including an accurate definition of the working hypothesis that is to be examined. (Up to half a page). Please include:

- \* Specific Research aims/objectives
- \* The originality and innovation of the research.
- \* The expected contribution of research to the advancement of knowledge on the subject.
- \* How will your research may directly / indirectly affect human health, if it succeeds.

Emphasis will be given to the degree of suitability of the proposed research, the work assumption and the questions which the study is supposed to address.

**F. Description of preliminary results and Discussion** Each graph will be accompanied by an explanation (2-3 pages)

**G. Future research program** (1-2 pages)

Will be submitted in the form of specific goals, with each goal composed as follows:

1. What is the scientific question or purpose of the experiment
2. What is the scientific rationale for conducting the experiment
3. A brief description of the experiments to be performed
4. Expected outcomes

**H. Research methods** should detail only the principles of the methods (1-2 pages)

**I. An updated and uniform bibliography**, detailed with the numbering of the quotation in the body of the work.

**A reference will contain the following information:**

1. Names of the authors
2. Article title
3. Journal name
4. Publication year, volume number and page numbers

For example:

Samson AO, Levitt M. Normal modes of prion proteins: from native to infectious particle. *Biochemistry*. 2011; 50 (12): 2243-8.

**Book or chapter in the book:**

Names of the authors (In the order in which they appear in the book), title of the book, publisher's name, year of publication, chapter and title (if a specific chapter was cited), page numbers

An example of a quote from a chapter in the book:

Speroff L; Fritz MA. *Clinical gynecologic endocrinology and infertility*. 7th ed. Philadelphia: Lippincott Williams & Wilkins; 2005. Chapter 29, Endometriosis; p 1103-33

Regards,  
Prof. Evan Elliott  
Chairman of the Graduate Studies Committee

**Procedure for submitting the proposal:**

1. Please send a **PDF file** of the research proposal including the **research proposal form** and the supervisor's signature on the research proposal to Ms. Hadas Hasidim, Secretary of Graduate Studies: med.tm@biu.ac.il

**If the research requires the approval of the Ethics Committee or IRB, this approval must be obtained from the PI before submitting the research proposal for review.**

**For each copy of the proposal** (also when sent by e-mail), **the following form must be attached:**

"Proposal for a research workplan within the scope of doctoral studies" signed by the student and by the supervisor. The PI is also asked to add his short opinion on the submitted proposal.

2. **In case of amendments**, the student and the supervisor shall get the required amendments given by the reviewers, anonymously. The student must answer each point raised by the reviewers and write down the page numbers in which the corrections were made in the original research proposal. In addition, the student must attach an amended proposal.

The supervisor must sign on the corrections form and the revised research proposal.

3. Anyone who has an **additional** supervisor outside the university (every supervisor must have an academic title of a senior lecturer from a standard academic institution at the minimum). Please fill in the full details of the supervisor on the front page, as well as on the form (including his department & university).

If there is another supervisor from the faculty or outside the faculty, **please attach a letter from the head supervisor from the faculty, explaining the academical need for another supervisor**. A letter must be also given from the additional supervisor outside the faculty that he waives a monetary reward for his guidance.

**A research program approved by the doctoral committee if binding.**

Changes such as the proposal name, expansion or reduction of the research scope requires **the prior approval** of the Chairman of the Graduate Studies Committee at the University's Graduate School of Studies.

**An example of a cover page for the research proposal** (on the next page):

# Bar-Ilan University

## The Azrieli Faculty of Medicine

Ph.D. Research Proposal

**ענף הזית וייצור השמן ברמת הגולן**

## **Olive Cultivation and Oil Production in the Golan Heights**

**Chaim Ben-David**

**ID. XXXXXXXXX**

**Supervisor:**

**Date of submission:**

**Supervisor's signature: \_\_\_\_\_**