



# **STUDENT GUIDELINES FOR THE DOCTORAL THESIS**

Annex to the

Rules governing the functioning and  
organisation Of the Doctoral School in the  
Science of Sports and Physical Education

2022



## TABLE OF CONTENTS

1. General aspects
2. Formal structure of the thesis
3. Writing and layout rules
4. Quotations
5. Footnotes
6. Bibliographical references
7. Professional ethics requirements
8. Similarity assessment
9. Abstract
10. Annexes (Cover model – Annex 3.1, Title page model – Annex 3.2, Title page model for the abstract – Annex 3.3)



## 1. General aspects

The doctoral thesis represents the original scientific thesis, elaborated by the doctoral student within the postgraduate doctoral studies, based on the postgraduate doctoral studies and the scientific research programme.

The doctoral student is the author of the doctoral thesis and is in charge of the accuracy of the data and information presented, the opinions and outcomes of the research.

The thesis is structured into two parts: a part of the theoretical background and a part of research reuniting at least two studies (preliminary, complementary research, various research directions).

The (relative) volume of the thesis is 150 pages (without annexes and references), of which 1/3 is for the theoretical background and 2/3 for the research part.

For the doctoral theses drafted in Romanian, diacritics are mandatory.

Each chapter begins on a new page.

The thesis and annexes will be printed on recto and verso.

## 2. Formal structure of the thesis

- a. hardback cover (Annex nr. 3.1);
- b. title page (Annex 3.2);
- c. expressing acknowledgments to persons who supported the research;
- d. Table of Contents (Annex 3.4)
- e. List of abbreviations and symbols
- f. List of Tables
- g. List of Figures
- h. Structure by chapters (introduction, part I - chapters and subchapters, part II- chapters and subchapters, conclusions - elements of originality, limits and future research directions, dissemination of the findings)
- i. Acknowledgements
- j. References
- k. Annexes



**The cover of the doctoral thesis** must comprise the following information: the acronym and name of the establishment organising the postgraduate studies (“Alexandru Ioan Cuza” University Iași, The Faculty of Physical Education and Sport, The Doctoral School in The Science of Sports and Physical Education, The Field of Science of Sports and Physical Education), the name of the document (doctoral thesis), the scientific supervisor, the author of the thesis, the year of submitting the thesis for the public defence (Annex 3.1)

**The title page** includes the information on the cover; replace the document’s name with the thesis’s title (Annex 3.2).

**The table of contents** comprises the titles of the parts, chapters, subchapters, and the first-page number for each part (Annex 3.4).

**Abbreviations** will be featured in alphabetical order.

**The list of Tables** includes the number of each Table, the name and the number of the page where it is featured in the thesis. Tables in the Annexes will be included, too; in this case, the number of the Table is preceded by the number of the Annex where it is mentioned.

**The list of Figures** contains the number and title of each image and the number of the page where it is featured in the thesis. Figures in the Annexes will be included, too; in this case, the number of the Figure is preceded by the number of the Annex where it is mentioned.

### **Structure by chapters:**

#### INTRODUCTION

It synthesises certain aspects concerning the entire contents of the thesis as follows: the place and relevance of the topic in the Science of Sports and Physical Education; the actuality and interest area of the research topic; the motivation for choosing the subject; the general destination of the research project, mentioning the potential beneficiaries, etc.

The introduction will not be numbered as a chapter.

#### PART I

##### THEORETICAL BACKGROUND OF THE RESEARCH TOPIC

It concerns the critical analysis of the literature, highlighting the concrete arguments regarding advanced scientific knowledge, using references to national and international studies; the approach must be interdisciplinary, featuring certitudes, dilemmas, controversies, and clearly-defined



problems circumscribed to the research topic; the data, information, additional and auxiliary explanations belong to the footnotes.

This part is structured into chapters, and it ends with theoretical conclusions.

## PART II

### PERSONAL CONTRIBUTIONS

Regardless of the research directions and studies conducted, the author must respect the logical flow of ideas and the coherence requirements of the presentation in conformity with the primary lead of the research topic.

This part is structured into chapters, continuing the numbering of Part I.

The operational framework of the research includes the following: the premises; the purpose; the objectives; the tasks; the research hypotheses; the research methods and instruments; the research organisation and unfolding (place, period – staging, subjects); the research findings, and partial conclusions. The research findings, presented as unpublished, must consolidate and nuance – from a personal perspective – theoretical and significant, renowned acquisitions.

Each research/study direction ends with a section of partial conclusions to the findings obtained and to the place of the study in the context of the existing research in the field.

### CONCLUSIONS

This part contains the structured outline of the findings obtained correlated with the topic, hypotheses, and objectives formulated, indicating the elements of originality, the research limits, outlining the potential future research directions related to the case approached.

The conclusions of the doctoral thesis must be consistent and express the legitimacy and added value of the entire research endeavour.

The conclusions are not numbered as a chapter.

### LIMITS AND FUTURE RESEARCH DIRECTIONS

They must be formulated, highlighting their effects on the conclusions or future research directions.



## DISSEMINATION OF THE FINDINGS

The author must disseminate the research findings by writing and publishing scientific articles, presenting the reports or posters for various scientific events, and obtaining author certificates or patents.

## ACKNOWLEDGEMENTS

The thesis was elaborated within “Alexandru Ioan Cuza” University in Iași - The Doctoral School in The Science of Sports and Physical Education, based on the Scientific Research Programme approved by the Doctoral School Council.

In the case of the funding beneficiaries from various sources, the author will mention the title of the project and its ID.

## REFERENCES

The bibliography contains the list of all information sources used to draft the thesis, presented in alphabetical order:

- besides the sources studied in Romanian, the bibliography must contain sources in foreign languages.

- the bibliographical sources from the Internet will be grouped into Online sources or e-References.

- online sources cannot exceed 40% of the entire bibliography.

The references are not numbered as a chapter.

## ANNEXES

The annexes mentioned in the thesis text will be featured in a separate section in ascending order (e.g., Annex 1, Annex 2, etc.) or in a different volume with a hardback cover. In this case, the volume will have a title page and table of contents; the pagination begins from Figure 1.

The doctoral thesis can also be accompanied by CDs, DVDs, or other justifying materials where appropriate.

Annexes are not numbered as a chapter.



### 3. Writing and layout rules

- a) The size of the thesis, with Annexes and References: 150-250 pages (relatively).
- b) Thesis format: A4; font: Times New Roman in 12 point characters; line spacing: 1.5 spaced lines; margins: left – 3 cm, right – 2.5 cm, top – 2.5 cm, bottom– 2.5 cm.
- c) Pagination: from the title page to the Introduction, the pages should be numbered in Roman letters; from the Introduction to the last page of the thesis, the pages should be numbered in Arabic letters (from 1...n). The number of the pages will be inserted in the page's footer to the right.
- d) The header of the page (only recommended) is featured from the Introduction and contains the name of the doctoral student (to the left) and the title of the thesis (to the right).

e) Tables and Figures:

The Tables and Figures will be numbered using two figures separated by a “.” – the first accounts for the number of the chapter, while the second is the number of the Table or Figure in that chapter. (e.g., 1.1., 1.2.; 2.1., 2.2.)

Each Table and Figure has a number and a title; for Tables – above; centrally aligned for Figures, below the image.

Where applicable, the author will state the source under the title of the Table/Figure, aligned between the right and left margins; it is mandatory to indicate the name of the author/s, the year, the page, or the online source address.

### 4. Quotations

For quotations, the APA style will be used (<https://apastyle.apa.org/style-grammar-guidelines/citations>).

### 5. Footnotes

The footnotes include data, information, and additional explanations; they are created using the function Insert Footnote; font TNR in 10 point characters; alignment – Justify; automatic numbering from 1.

### 6. Bibliographical references



Use the APA (<https://apastyle.apa.org>) style to write the bibliographical sources.

The sources included in the References will be presented in the alphabetical order of the authors and their publication.

For the online sources, after the web address, it is mandatory to indicate the date when it was accessed.

## 7. Professional ethics requirements

The doctoral student must observe the research deontology by using the correct and complete citation of the sources, reprising ideas, phrases, definitions, arguments, etc.

Plagiarism is forbidden, just like the copy of any type, the copy-paste reprisal of specific texts from printed or online sources.

It is forbidden to falsify data of any nature.

The research in the thesis must observe the ethical requirements in conformity with the Declaration of Helsinki.

In this context, the ethical principles and legal standards ensure the accuracy of the scientific information, defend the rights and benefices of the research participants, and ensure the respect of the intellectual property.

## 8. Similarity assessment

### A. Maximum percentage allowed

According to the Decision of the Doctoral School Council, the maximum allowed percentage of similarity is 10%. The platform used for similarity assessment is *Turnitin*.

The databases included in the search for similarity assessment are the following:

1. Internet
2. Papers of students
3. Books, journals, and periodicals. Other publications
4. The other databases to which *Turnitin* can connect.





The filters necessary in the similarity assessment are the following:

- Exclusion of quotations;
- Exclusion of references;
- Exclusion of sources less than 1%.

## **B. The procedure of similarity assessment**

The assessment procedure is the following: each doctoral student will submit the thesis electronically to their supervisor for pre-defence. Each doctoral supervisor assesses using their platform account for the student's doctoral dissertation. The doctoral supervisor assesses and signs the similarity report. If the similarity percentage exceeds 10%, the supervisor will be summoned by the Doctoral School Council, which decides on the student's possibility to be allowed for pre-defence and issue a resolution.

## **9. Abstract**

The abstract contains the following:

- The title page, featuring *THE ABSTRACT OF THE DOCTORAL THESIS* (Annex 3.3) below;
- Table of contents (the table of contents of the thesis);
- Keywords (5-8 words/phrases);
- The synthesis of the main ideas (fundamental issue; hypotheses, objectives, research methodology; synthesis of chapters, observing the structure by chapters; conclusions; personal contributions) – 7 -10 pages;
- References (selective bibliography)

## **10. Annexes (3.1, 3.2, 3.3, 3.4)**



[Annex 3.1. - Cover model]

**“ALEXANDRU IOAN CUZA” UNIVERSITY IAȘI**  
**THE FACULTY OF PHYSICAL EDUCATION AND SPORT**  
**THE DOCTORAL SCHOOL IN THE SCIENCE OF SPORTS AND PHYSICAL**  
**EDUCATION**  
**FIELD: THE SCIENCE OF SPORTS AND PHYSICAL EDUCATION**

**DOCTORAL THESIS**

**Doctoral supervisor:**

**Professor, PhD/ Associate Professor, PhD, *FIRST NAME, LAST NAME***

**Doctoral student:**

***FIRST NAME, LAST NAME***

**YEAR**



UNIVERSITATEA „ALEXANDRU IOAN CUZA” din IAȘI

PER LIBERTATEM AD VERITATEM

Facultatea de Educație Fizică și Sport

[www.uaic.ro](http://www.uaic.ro)

The Doctoral School in the Science of Sports and Physical Education



[Annex 3.2 - Title page model]

**“ALEXANDRU IOAN CUZA” UNIVERSITY IAȘI**  
**THE FACULTY OF PHYSICAL EDUCATION AND SPORT**  
**THE DOCTORAL SCHOOL IN THE SCIENCE OF SPORTS AND PHYSICAL**  
**EDUCATION**  
**FIELD: THE SCIENCE OF SPORTS AND PHYSICAL EDUCATION**

*Thesis title*

**Doctoral supervisor:**

**PROFESSOR, PhD/ ASSOCIATE PROFESSOR, PhD, *FIRST NAME, LAST NAME***

**Doctoral student:**

***FIRST NAME, LAST NAME***

**YEAR**



UNIVERSITATEA „ALEXANDRU IOAN CUZA” din IAȘI

PER LIBERTATEM AD VERITATEM

Facultatea de Educație Fizică și Sport

[www.uaic.ro](http://www.uaic.ro)

The Doctoral School in the Science of Sports and Physical Education



[Annex 3.3 - Title page model for the abstract]

**“ALEXANDRU IOAN CUZA” UNIVERSITY IAȘI**  
**THE FACULTY OF PHYSICAL EDUCATION AND SPORT**  
**THE DOCTORAL SCHOOL IN THE SCIENCE OF SPORTS AND PHYSICAL**  
**EDUCATION**  
**FIELD: THE SCIENCE OF SPORTS AND PHYSICAL EDUCATION**

*Thesis title*

**DOCTORAL THESIS ABSTRACT**

**Doctoral supervisor:**

**PROFESSOR, PhD/ ASSOCIATE PROFESSOR, PhD, *FIRST NAME, LAST NAME***

**Doctoral student:**

***FIRST NAME, LAST NAME***

**YEAR**



[Annex 3.4 – Table of contents Model]

## TABLE OF CONTENTS

### INTRODUCTION

#### PART I

#### THEORETICAL BACKGROUND OF THE RESEARCH

Chapter 1 – Title .....	
1.1 Title .....	
1.2 Title .....	
etc.	
Chapter 2 – Title .....	
2.1 Title.....	
2.2 Title.....	
etc.	
.	
.	
.	
Chapter N	
Theoretical conclusions	

#### PART II

#### PERSONAL CONTRIBUTIONS

Chapter N+1 – Title (Study 1 – abridged formulation) .....	
N+1.1 The research premises .....	
N+1.2 Purpose, objectives, tasks, hypotheses .....	
N+1.3 Research methods	
N+1.4 Research organisation and unfolding	
N+1.5 Findings and discussions	
N+1.6 Partial conclusions	
etc.	
Chapter N+2 – Title (Study 2 – abridged formulation) .....	
N+2.1 .....	
N+2.2 .....	
etc.	
.	
.	
.	

#### CONCLUSIONS

#### LIMITS AND FUTURE RESEARCH DIRECTIONS

#### DISSEMINATION OF THE FINDINGS

#### ACKNOWLEDGEMENTS

#### REFERENCES

#### ANNEXES