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Modificare și completare aprobate prin H.C.A. nr. 28/20360/19.10.2021

STANDARDS FOR THE DEVELOPMENT OF A DOCTORAL THESIS AT THE UNIVERSITY OF MEDICINE AND PHARMACY “VICTOR BABEȘ” FROM TIMIȘOARA

| | Funcția, Nume și prenume | Data | Semnătura |
|--|--|------------|-----------|
| Prepared by: | CSUD, Prof. univ. dr. Cristina Adriana Dehelean | 23.11.2020 | |
| Completed / modified | CSUD, Prof. univ. dr. Cristina Adriana Dehelean | 15.10.2021 | |
| Aimed at the Legal Office | Cj. dr. Codrina Mihaela Levai | 25.10.2021 | |
| Aimed at the Standing Committee of the Senate for the revision of regulations and the University Charter | Prof. univ. dr. Mirela-Danina Muntean | 25.10.2021 | |
| Effective date: | 18.12.2020, 27.10.2021 (completare și modificare) | | |
| Effective dates: | | | |

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Art. 1. Introduction. “Victor Babeș” University of Medicine and Pharmacy from Timișoara (UMFVBT) is accredited by the Ministry of Education, Research, Youth and Sports (MECTS) in accordance with the provisions of the National Education Law no. 1/2011, GD no. 681/2011 regarding the Code of doctoral studies and the Charter of the “Victor Babeș” University of Medicine and Pharmacy from Timișoara as an Organizing Institution for Doctoral Studies (I.O.S.U.D.). UMFVBT is classified in the category of universities of education and scientific research.

Art. 2 General considerations.

(1) The doctoral thesis must demonstrate the advanced scientific knowledge of the doctoral field, to contain elements of originality in the development or solution of the research topic, as well as ways of scientific validation of one's own results.

(2) The doctorate can be conducted in Romanian or English according to the doctoral study contract concluded between IOSUD, the doctoral supervisor and the doctoral student.

(3) The doctoral thesis is written in Romanian or in English, with an abstract in Romanian and in English, between 8-15 pages.

(4) The doctoral thesis will be written in B5 format, also called academic or scientific format (B5 Jis - 18.2 / 25.7 cm for cover and B5 ISO - 17.6 / 25 cm for content).

(5) As dimensions, the thesis will comprise between 90 - 120 pages, without bibliography and annexes, of which at least two thirds being reserved for own research.

Art. 3 The structure of the doctoral thesis. The doctoral thesis must have the following structure:

- 1) cover;
- 2) title page;
- 3) contents;
- 4) the list of published scientific papers;
- 5) list of abbreviations and symbols;
- 6) lists with tables and graphs;
- 7) dedication (optional) and thanks;
- 8) Thesis itself:
 - a) introduction;
 - b) content (General and special part);
 - c) personal conclusions and contributions;
 - d) bibliography;
 - e) annexes (optional);
- 9) The scientific articles in extenso published as the first author and co-author of the doctoral student in the researched field are an integral part of the doctoral thesis.

Art. 4 Cover of the doctoral thesis. The cover of the doctoral thesis must include at least the following information: the logo and the name of the educational institution organizing the doctoral studies, respectively UMF “Victor Babeș” from Timișoara, the author of the thesis, the scientific leader, the year of finalizing the thesis.



Art. 5 The inside cover of the doctoral thesis. The title page repeats the information presented on the cover to which is added the title of the doctoral thesis.

Art. 6 Contents of the doctoral thesis.

- (1) The doctoral thesis will have a table of contents containing the titles of all chapters and subchapters accompanied by the page number at which each chapter and subchapter begins.
- (2) The content must cover the information related to the whole paper, respectively, introduction, content, conclusions, bibliography, annexes.

Art. 7 List of scientific papers published by the doctoral student.

- (1) The list must contain the scientific papers prepared by the doctoral student according to the contractual obligations.
- (2) For scientific papers published in ISI-listed journals or in journals indexed in international databases (BDI), the title of the journal, the volume, the year, the number and the impact factor (where applicable) shall be indicated.

Art. 8 List of abbreviations and symbols.

- (1) The list of symbols, abbreviations and notations frequently used in the thesis must comply with the standards used in the literature.
- (2) The symbols, abbreviations and notations frequently used in the thesis are written in alphabetical order, starting with the Latin alphabet, the lower case letters and then the corresponding uppercase letters and continuing with the Greek alphabet, lowercase letters and then the corresponding uppercase letters.

Art. 9 List of figures and tables. If the doctoral thesis contains figures (images, graphs) and / or tables, they will be presented in the form of lists (separately for figures and tables) containing the name of each element and the page number on which it is located.

Art. 10 Thesis structure.

10a. Introduction.

- (1) The introduction of the doctoral thesis is numbered with Roman numerals and has the role of placing the research in a temporal, historical, geographical, professional context and extends over 2-4 pages.
- (2) The introduction always starts on the right page and must contain:
 - a) the motivation for choosing the research topic;
 - b) the importance and topicality of the topic;
 - c) framing the topic in the international, national, zonal concerns of the research team;
 - d) the scientific objectives for solving in the doctoral research;
 - e) brief presentation of the content of the paper;
 - f) synthetic comments on the research methodology and the main results.

10b. The content. The content of the doctoral thesis is numbered in Arabic numerals and must be structured in three main parts:

- a) The general part;
- b) The special part;



c) Conclusions and personal contributions.

(a1) **The general part** presents the current state of knowledge on the researched topic (approximately 1/3 of the paper) in the form of a descriptive analysis of the achievements in the chosen field, based on a laborious documentation / revision of the literature.

(a2) When elaborating the doctoral thesis, it will be taken into account that it is addressed to specialists in the respective field and therefore the general descriptions should be avoided.

(a3) The general part always starts on the right page, is structured in 1-4 chapters with the corresponding subchapters and should not exceed one third of the volume of the thesis.

(b1) **The special part** occupies most of the thesis (approximately 2/3 of the paper) and presents the type of approach to the research topic, namely fundamental research, applied research, clinical study, etc. This includes the doctoral student's contributions, and in order to highlight this aspect, some titles or subtitles may contain the phrase "contributions regarding ...". If the thesis includes several independent studies, they will be structured individually (study objectives, material and method, results, discussions).

(b2) The special part starts with the presentation of the research objectives and includes an experimental part, a part dedicated to the research results and a part addressed to the discussions.

I. The experimental part presents the studied material, as well as the research methods / techniques used, depending on the particularities of the research carried out, stating that the research methods / techniques established in the field are briefly described, except for the own methods / techniques presented. in detail.

II. *The part dedicated to the research results may contain one or more chapters depending on the method (s) selected for the experimental verification, with their presentation, descriptive in tables, graphs, figures (as appropriate) and specifying the statistical significance. It will be mentioned:*

i) the doctoral student's contributions and the value of the results obtained, their applicability, the way in which they can be used for further research in the field;

ii) the degree to which the proposed problems have been solved, the degree of achievement of the objectives, the problems that have not been solved, the new problems that have arisen during the course of the research, as well as the new directions of the resulting research.

III. *The part dedicated to the discussions within the doctoral thesis includes the presentation of all the results of the doctoral research in the light of the data from the specialized literature, including with reference to the methods used compared to those applied in the field at international / national level.*

10c. Conclusions and personal contributions.

(1) This part of the doctoral thesis is a separate chapter and will be developed over 3-5 pages.

(2) The conclusions of the doctoral thesis and personal contributions must highlight:

a) the extent to which the objectives of the scientific research have been achieved;

b) original contributions;

c) unresolved issues;

d) technical and economic advantages and disadvantages (if applicable);

e) the directions in which the research should be continued.

(3) The conclusions will be presented as a synthesis of the original results obtained by the doctoral student.

(4) The personal contributions listed must be found in the Special Part of the Thesis.



(5) The wording must give this part a concrete, punctual character.

Art. 11 Research reports. Research reports / reports will be prepared during the thesis preparation period, which will be verified by the scientific supervisor and the guidance committee.

Art. 12 References.

(1) The bibliographic list, written in the Vancouver style, contains representative works, from the categories of books, articles from specialized journals, papers presented at scientific events, patents, doctoral theses, university courses, most elaborated in the last 10 years, published on paper or in electronic format, including web pages, to be cited in the thesis.

(2) The bibliographic list must also contain the articles published by the doctoral student. These are highlighted in bold.

(3) The bibliographic list must contain at least 100 titles representative for the studied field.

Art. 13 Appendix.

(1) The annexes may have one or more pages, which will be numbered consecutively with Roman numerals.

(2) It is desirable that the tables, figures, etc. which, by their size, prevents the fluency, the fluency of the exposition of the text, from being included in the Annexes.

(3) The articles published by the doctoral student as a result of the doctoral studies are included in full-text format in this section.

Art. 14 Writing principles.

(1) The cover of the doctoral thesis will respect the academic rigors according to the model of writing the doctoral theses within UMFVBT.

(2) Duplex printing.

(3) Formatting the A4 page for printing:

Margins: Up 4.9 cm, Down 4.4 cm; Right 3.7 cm, Left 3.7 cm.

Coloncifru: Up 3.8 cm, Exterior.

(4) The size of the final page of the thesis is B5 ISO - 17.6 / 25 cm. It is obtained by cutting the edges of the printed page, as follows: Up 2.4 cm, Down 2.3 cm, Right 1.7 cm, Left 1.7 cm.

(5) The word processing will use the following types, fonts:

a) The main font for the text of the doctoral thesis can be: Arial or Times New Roman 11, from 1 to a maximum of 1.5 lines. If the Arial font is chosen, the entire doctoral thesis is written in the Arial font. If the Times New Roman font is chosen, the entire doctoral thesis is written in the Times New Roman font.

b) Cover text:

UMFVBT

ARIAL/TIMES NEW ROMAN 14 BOLD

FACULTY

ARIAL/TIMES NEW ROMAN 14 BOLD

DEPARTMENT

ARIAL/TIMES NEW ROMAN 14 BOLD

DOCTORAL STUDENT'S FIRST and LAST NAME (from the birth certificate)

ARIAL/TIMES NEW ROMAN 16

BOLD

SIGLA UMFVBT

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PHD THESIS

ARIAL/TIMES NEW ROMAN BOLD

36

PhD supervisor

ARIAL/TIMES NEW ROMAN 12

FIRST NAME DOCTORAL SUPERVISOR

ARIAL/TIMES NEW ROMAN BOLD 16

T i m i ș o a r a (spaced)

ARIAL/ TIMES NEW ROMAN BOLD 14

Y E A R (spaced)

ARIAL/ TIMES NEW ROMAN BOLD 14

c) Cover text:

UMFVBT

ARIAL/TIMES NEW ROMAN BOLD 14

FACULTY

ARIAL/TIMES NEW ROMAN BOLD 14

DEPARTMENT

ARIAL/TIMES NEW ROMAN BOLD 14

DOCTORAL STUDENT'S FIRST and LAST NAME (from the birth certificate)

ARIAL/TIMES NEW ROMAN 16 BOLD

SIGLA UMFVBT

PHD THESIS

ARIAL/TIMES NEW ROMAN BOLD

36

DOCTORAL THESIS TITLE

ARIAL/TIMES NEW ROMAN BOLD

16

PhD supervisor

ARIAL/TIMES NEW ROMAN 12

NUME PRENUME CONDUCATOR DE DOCTORAT

ARIAL/ TIMES NEW ROMAN BOLD 16

T i m i ș o a r a (spaced)

ARIAL/TIMES NEW ROMAN BOLD 14

Y E A R (spaced)

ARIAL/TIMES NEW ROMAN BOLD 14

d) The titles will be written as follows:

PART TITLE

ARIAL/TIMES NEW ROMAN BOLD 16

CHAPTER TITLE (1. TITLE OF ORDER 1)

ARIAL/TIMES NEW ROMAN BOLD 14

TITLE OF SUBCHAPTER (1.1. TITLE OF ORDER 2)

ARIAL/TIMES NEW ROMAN BOLD 12

TITLE OF SUBCHAPTER (1.1.1. TITLE OF ORDER 3)

ARIAL/TIMES NEW ROMAN BOLD 11

Subchapter title (1.1.1.1. Order of order 4)

ARIAL/Times New Roman bold 11

Subchapter title (1.1.1.1.1. Order of order 5)

ARIAL/Times New Roman bold italic 11

Consiliul pentru Studii Universitare de Doctorat



Subchapter title (1.1.1.1.1.1. Order of order 6) ARIAL/Times New Roman 11

(6) Figure captions and table titles are written with ARIAL Narrow/Times New Roman 10 bold and the contents of the tables are drafted with ARIAL Narrow/Times New Roman 10.

(7) The bibliography is written with ARIAL Narrow / Times New Roman 11. The bibliographic list must also contain the articles published by the doctoral student. These are highlighted in bold.

(8) The introductory part is numbered with Roman numerals, according to the following recommendations:

The first page is not numbered.

| | | |
|--------|--------------------------|-------------------------------------|
| Pagina | I | The inner cover |
| | II verso | Blank page |
| | III – V | content |
| | IV (or VI) | List of published scientific papers |
| | V (or VII) – VII (or IX) | List of abbreviations and symbols |
| | X – XI | List of figures and tables |
| | XII | Dedication (optional) |
| | XIII | Thanks |

(9) The body of the thesis written with Arial / Times New Roman 11 will not exceed 120 pages (without bibliography), with the following recommendations:

| | |
|--------------|---------------------------------|
| General part | 25-30% |
| Special part | 60-65% |
| Bibliography | 5-10% of the body of the thesis |

(10) The annexes are numbered with Roman numerals. Optionally may contain figures and tables. This part must contain copies of your own articles in extenso.

(11) The summary of the doctoral thesis with a maximum length of 15 pages, in Romanian and English, in A4 format, is printed separately from the thesis.

The Senate of the University of Medicine and Pharmacy "Victor Babeș" from Timișoara approved the present Modified Standards in the meeting of 27.10.2021, the date on which it enters into force.

Director CSUD,

Rector,

Prof. univ. dr. Cristina Adriana Dehelean

Prof. univ. dr. Octavian Marius Crețu

*The handwritten signature is applied on the original version of the document that is kept in the archives of the University Senate.
This act has the same legal force as the original document.*

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