



**DEPARTMENT OF POLITICAL SCIENCE
UNIVERSITY OF CALICUT
GUIDELINES FOR PhD Thesis August 2023**

01 Introduction

The preliminary pages should contain

- Declaration by candidate,
- Declaration by supervisor
- Certification by Head of the Department.
- Acknowledgments
- Table of contents,
- List of tables
- Table of diagrams,
- An abstract of 500 words- In the abstract briefly state the (1) research problem, (2) methodology, (3) key results, and (4) conclusion.
- list of abbreviations -Define abbreviations upon first appearance in the text. Do not use non-standard abbreviations unless they appear at least three times in the text.

02- General Directions

- In the introduction, set up your dissertation's topic, purpose, and relevance, and tell the reader what to expect in the rest of the dissertation. The introduction should establish research topic, giving necessary background information to contextualise the work.
- Give a detailed description of research methodology. This should generally include:
 1. The overall approach and type of research.
 2. Methods of collecting data (e.g. interviews, surveys, archives) .
 3. Your methods of analysing data.
 4. Tools and materials used (e.g. computer programs).
 5. The limitations of the study should also be discussed .
 6. Statements and text given in the thesis in local language should be accompanied by an English translation of the same.

03-Numbering

- The preliminary pages need not be numbered . Numbering should start from the introduction page and end with the conclusion.
- In the case Appendices there should be separate numbering using roman letters.
- All the numbers should be given at the bottom middle of the page.
- The sub headings in the chapter should be clearly numbered.

- Each table/figure should be separately numbered . This numbering should bear the chapter number and table/figure number
- Each table should be identified by both a number and a descriptive title. Each must have its sources indicated.
- Figures (illustrations) are numbered separately from tables, and they also must be identified by descriptive captions. The source for each figure should be given

Referencing

Full details of all sources that have cited should be given in the reference list. It's important to follow a consistent reference style. We prefer APA style

Model of Journal reference

Jagmohan. (2013). What India and America have missed, *India International Centre Quarterly*, 40(1), 25-38.

Model of Book reference

Anderson, A. (1997). *Media, Culture and the Environment*. London: Routledge.

For a book chapter

Nuciari, M. (2006). Women in the Military. In G. Caforio, *Handbook of the Sociology of the Military* (pp. 279–297). New York: Springer.

Newspaper articles:

‘The Anti-Chinese Law, New York Times, Aug. 25, 1883, p. 4;

‘Riots in Murshidabad, The Statesman, Sept. 20, 1946, p. 1.

Resources from Internet

In the case of resources from Internet sources give the link of the website with date of accession
End notes are preferred and can be given at the end of each chapter. It should be single spaced.

in-text referencing

We recommend the author-year style of in-text referencing, where you indicate in the text itself not only the name of the source author but also the year in which the source was published. The author's name may appear in the sentence itself or in parentheses; the year of publication always appears in parentheses.

Example

A key role of the state is said to be to regulate the conflicts between them in order to realise ‘national interest’ (Miliband, 1977).

OR

Miliband (1977) argues that a key role of the state is to regulate the conflicts between them in order to realise ‘national interest’.

In case you are quoting or citing from a specific page or page range, use the following formats:
Mattoo and Subramanian expressed India’s position at Doha to be ‘characteristically but perhaps not unjustifiably defensive’, and recommended a proactive stance at future negotiations (Mattoo and Subramanian , 2003, P.328).

DOIs

DOIs must always be presented in the format

<https://doi.org/xxxxxx>, for e.g. <https://doi.org/10.7748/phc.2016.e1162>.

For more details refer APA Handbook 7th edition.

FONTS AND SPACING

- Use Times New Roman 12 point size. If LaTeX is used the font provided through LaTeX is acceptable. However, if LaTeX is used, proper margins should be ensured.
- All sub headings should be in Capital letters in 12 point and bolded
- The spacing should be 1.5 and text should be justified with first line indented.
- All block quotations (i.e., 45 words or more) should be separated from the text indented and italicized
- Block quotations, footnotes, and bibliographies- single spacing within each entry
- Table of contents, list of tables, list of figures or illustrations and tables- single spacing should be used
- Necessary margins should be given in all sides.
- The month shown on the title page should be that in which the final copy is submitted to the Office after the pre submission viva voce.
- All signatures on the title page must be original signatures with date. No electronic or proxy signatures may be taken.
- In the matter of plagiarism university regulations should be strictly followed.

Ethical use of AI tools

In the case of use of large language models (LLMs) (e.g. ChatGPT) and generative AI, clearly indicate the use of models in the manuscript, including which model was used and for what purpose. Please use the methods or acknowledgements section, as appropriate.

The reference and in-text citations for ChatGPT are formatted as follows:

OpenAI. (2023). ChatGPT (Mar 14 version) [Large language model].
<https://chat.openai.com/chat>

Parenthetical citation: (OpenAI, 2023)

Narrative citation: OpenAI (2023)

Other Ethical Principles

The dissertation should follow a bias-free language and should follow specific guidelines that address the individual characteristics of age, disability, gender, participation in research, racial and ethnic identity, sexual orientation, socioeconomic status, and intersectionality.

Respect the language people use to describe themselves. Accept that language changes with time and that individuals within groups sometimes disagree about the designations they use. For more details on bias free language refer APA's inclusive language guidelines.

The dissertation should be printed in quality paper and hard bound.

TITLE

Thesis submitted to

University of Calicut

for the award of the

Degree of Doctor of Philosophy

in **Political Science**

Under the **Faculty of Humanities**

by

.....

Under the supervision of

.....

University Emblem

DEPARTMENT OF POLITICAL SCIENCE

UNIVERSITY OF CALICUT

CALICUT UNIVERSITY PO, MALAPPURAM, 673635

KERALA, INDIA

Month and Year

DECLARATION

I,, hereby declare that the thesis entitled “.....” has not been previously submitted in this University or any other Universities for any other purpose. I also declare that neither a part of the work nor the whole of it has been published anywhere except the quotations and references which have been duly acknowledged at appropriate places.

CERTIFICATE

I hereby certify that the thesis entitled “.....” submitted by, is the result of an authentic work carried out under my guidance. I also certify that neither a part of the work nor the whole of it has been submitted for a degree here or elsewhere. The thesis is hereby submitted to University of Calicut for examination for the degree of DOCTOR OF PHILOSOPHY in POLITICAL SCIENCE in the FACULTY OF Humanities.

(Supervising Teacher)

Place

Date

CERTIFICATE

This is to certify that is a Bonafede Research Scholar (Ph.D) in the Department of Political Science, University of Calicut, Malappuram, Kerala.

Head
Department of Political Science
University of Calicut

Place

Date