

Information sheet

Research Proposal

The Research Proposal is a short concept of the dissertation. In discussions with the supervisor, ideas about a possible topic take shape to form a short concept dealing with the state of the field, the research question and methodological and theoretical questions.

After the supervisor has approved of the Research Proposal, he/she signs the form "Approval of the Research Proposal" and thus confirms that the research project is worthy of a dissertation.

The Research Proposal is published on the Intranet (every professor with a habilitation has reading admission) for one month. During this time, the professors can give their comments, which are usually sent to the supervisor, the doctoral student and/or the academic director of doctoral studies. If necessary, the academic director asks the doctoral student and the supervisor for statements. In critical cases, the academic director may ask for an expert report.

The Research Proposal is graded with "participated successfully" resp. "participated without success" by the 4 members of the doctoral committee (composed of the supervisor, the second examiner and two members who are nominated by the head of the department which deals with the topic of your dissertation) who have been appointed by the academic director.

Extent

about 10 – 15 pages, plus bibliography

When to submit?

It is recommended to submit the Research Proposal no later than in the third semester.

How to submit? Who has to accept it?

The following documents have to be submitted at the doctoral office:

1. Form **„Approval of the Research Proposal by the supervisor“**
2. Form **„Notification of topic and supervisor of the thesis, Request for allocation of examiners and subjects“**
3. In case you request the appointment of an external examiner: **Additional form for external lecturers** (this form is available in the download section on the homepage)
4. **Research Proposal in electronic form** (as pdf-document)

Within four weeks of submission, the doctoral committee is appointed. Afterwards the Research Proposal is published on the next publication date (always the first Monday of the month) on the Intranet of the WU for one month.

After the Proposal is offline and has been graded by the doctoral committee, the academic director appoints the examiners and allocates the subjects.

Formal requirements:

The first page of the Research Proposal should contain the following information:

1. name and student ID no., the author's contact address and e-mail
2. working title
3. the name and e-mail address of the supervisor

Apart from the first page, the structure, form and design of the Research Proposal is up to the doctoral student, unless the supervisor has special wishes. Usually a Research Proposal should have the following structure:

Structure of the Research Proposal

1. Abstract: what is the object of research? Why? How? What are the expectations?
2. *State of the field* (scientific research situation in a wider context): crucial literature about the topic, identification of open research questions, one of them is chosen for the dissertation
3. Defining of the problem; this leads to the
4. Research question: stating the research object. Why is the research question important and interesting?
5. Methods
6. Theoretical-conceptual procedure: theoretical basic concept of the thesis, hypotheses, propositions deduced
7. Results/importance of the dissertation: Which results can be expected? What is new? Where lies the progress for science? In which way can the scientific discussion proceed/ be stimulated?
8. Bibliography