Guidelines for a Ph.D. dissertation in a format of Collection (ASSUPA)

Humanities and Social Sciences

General

A Ph.D. dissertation in a format of Collection (ASSUPA) is a composition, summarizing the research of the student, which is combined of independent chapters, of which the student is the main researcher and writer. Although the chapters are independent, there is a strong mutual connection among them in such manner that a reviewer may evaluate and judge the composition as a whole.

The scope of the dissertation and its quality should meet the standards of a Ph.D. dissertation in the field of research. The dissertation will contain at least three chapters and also chapters of general introduction and conclusion, which will explain the dissertation as a whole united work. The introduction will present the research questions and its goals. The conclusion will contain a general discussion in relation to the goals of the research and whether they were achieved.

The decision upon the format of the dissertation is to be made by the student and his advisor/s and approved by the advisory committee. It is recommended to discuss this possibility already while discussing the research proposal (towards the transfer to Stage B).

Independent chapters that might be included in an ASSUPA

1. A published paper / a paper that was accepted for publication in a scientifically reviewed journal.
2. A paper that was sent for publication but was not yet accepted.
3. A paper that was not sent / there is no intention to send for publication. Such a paper will be also written in a paper format.

Supplementary material and extensions to chapters categorized 1 – 2:

Supplementary material and appendices that are essentially part of the paper should be added at the end of a chapter categorized 1, 2.

It is possible to extend such chapters also with material that was omitted due to instructions of the journal; material that was added since the publication; corrections and feedbacks of advisors and readers of the published paper; report about experiments, systems or ideas, that did not succeed, yet the student and his advisor/s assume they may contribute to the understanding of the research.

All extensions and supplementary material should be added at the end of the chapter.
Chapters that cannot be included in an ASSUPA

1. A paper on which the student is not affiliated to the Hebrew University.
2. A review paper cannot be included in a dissertation. It can be added as an appendix, if the student is the primary writer and if the review is relevant to the thesis.
3. A paper which is not highly connected to the topic of the dissertation.
4. Patent should be rewritten as a paper.

Collaboration with others except the advisor/s

Generally, a Ph.D. dissertation presents the independent research work of the Ph.D. student under the supervision of his advisor/s. However, it is possible that the research and its written expression were performed in collaboration with other researchers / students.

Even in case of such collaboration, a Ph.D. dissertation will contain only chapters of which the Ph.D. student is the primary researcher and writer.

In the humanities and social sciences an ASSUPA will include at least one chapter of which the student is a single researcher and writer (with / without his advisor/s).

If a research student is one of two primary researchers and writers, who equally contributed to the chapter, and his partner is a research student as well, only one of them is allowed to include the chapter in his dissertation. Yet, in case their contributions are distinctly differentiated (such as theoretical part vs. experimental part), they may both include one chapter of this kind in each's dissertation.

It is forbidden to include in a Ph.D. dissertation a chapter in which the student is one of more than two equal contributors.

It is forbidden to submit a Ph.D. dissertation composed mostly of chapters, in which the student was an equal contributor.

Format

The chapters of an ASSUPA will be presented in the dissertation in a united format and each chapter will include as follows:

a. A title and a list of authors or collaborators.
b. The status of the chapter (see below)
c. The parts of the chapter according to the conventions in the field of research (introduction; system; results; discussion; conclusions; bibliography)
d. Published papers will be presented in the format they were published.
e. Papers which were sent for publication and not yet published will be presented in the last format they exit.
f. Chapters which were not sent for publication will be written in a paper format according to the conventions of paper writing in the field of research.
g. Bibliography related to the introduction and the conclusion chapters will follow each of these chapters accordingly.
h. The dissertation will be submitted in one language, except in case the Authority for Research students has allowed differently.
i. Supplements and extensions will be added at the end of the relevant chapter.

Status of a Chapter

1. Published
2. Published in an electronic format
3. Accepted for publication (confirmation of the journal will be enclosed)
4. Unpublished

Exceptions

An academic unit (department, faculty) may decide as follows:

a. Ph.D. dissertations will be submitted only in a format of monograph.
b. Ph.D. dissertation in a format of ASSUPA will contain at least a minimal number of chapters that are published papers.
c. Ph.D. dissertation will not be performed in collaboration with others except the advisor/s.

An academic unit that decides upon any of these exceptions will take care that its students know the rules and follow them before the Ph.D. dissertation is submitted to the Authority for Research Students.

Towards submission of a Ph.D. dissertation in a format of ASSUPA

A student will submit the dissertation along with the following documents (see also the general instructions in relation to submission of a Ph.D. dissertation):

- Declarations
- Letter of contribution
- Co-author consent (needed only in case of an equal contribution)
- Confirmation of a journal in relation to a paper accepted for publication

Evaluation

Reviewers will be allowed to focus on the dissertation as a whole and on chapters not yet reviewed within a process of publication.