Seminary lecture (final lecture) protocol

Due to the outbreak of the coronavirus, the seminary lecture procedure will temporarily be changed. Please find details below, 2nd page

The seminary lecture protocol of the Authority for Research Students in Experimental Sciences is as follows:

Upon the completion of research and prior to composing the PhD dissertation, the student must present his or her research to the appropriate departmental forum (doctoral seminar/advanced student seminar/department seminar, etc.).

The lecture will be evaluated by two experts in their field, elected by a committee member of the Authority for Research Students. The student and advisor will provide the Authority for Research Students with the following information, via email:

1. Summary of the proposed lecture, consisting of the following:
   a. Title; student’s name, dissertation topic (in Hebrew and in English), date;
   b. Concise summary of the research topic and scientific background;
   c. Clearly defined research aims (referencing the original research proposal);
   d. Key methods;
   e. Principle results;
   f. Issues that arose during the research;
   g. Experiments and important notes for further study;
   h. Approximate completion date of the thesis

2. Details of research papers in which the student participated as a co-author;

3. Four proposed evaluators (two members of the advisory committee, two non-members).

The Authority for Research Students will inform the student and the advisor of the committee’s member decision concerning the two experts selected to attend the lecture. The student and the advisor will coordinate with the department chair an appropriate departmental forum in which the lecture will be given and the date of the lecture. The advisor shall invite the experts to attend the lecture.

The experts will give their opinion on whether or not the research is complete or how it should be completed, and will assess the time required for its completion. Should the study already be complete, the student will be granted six months to compose a dissertation.
Both student and advisor will see to it that the opinions of both experts be submitted to the Authority for Research Students no later than two weeks following the lecture. Guidelines for the seminary lecture report can be found on the Authority for research students’ website in fillable format.

Once the progress report is approved, the student may proceed with the written dissertation and the final steps towards its submission.

*A student may not give a seminary lecture before completing all required courses (12 credits).

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**Final progress lecture – temporary procedure due to the coronavirus outbreak**

a. The student, with the approval of the supervisor, will submit by email to the relevant person at the Authority for Research Students an abstract of the lecture. The abstract will include a list of publications originating from his/her work.

b. Concomitantly, the supervisor will submit a list of 4 potential referees for the lecture. Unlike today, members of the advisory committee will not be included in this list.

c. The Head of the Authority will choose two referees, and the Authority will notify the student and the supervisor who they are.

d. Prior to the lecture, the student will send the referees the abstract of his/her talk and a file with the electronic presentation accompanying the lecture. The student will coordinate the online lecture and will be responsible for the technical arrangements involved.

e. A minimal quorum for the lecture will include the student, the supervisor and the 2 referees. This online forum can be expanded.

f. After the lecture, each one of the referees will send his/her report to the Authority, as usual. The Authority will notify the student and the supervisor about the referees’ decision, including the approval to submit the thesis.
To: (first and last name of evaluator): ___________________
Department: ________________________________________
From: (advisor's first and last name) __________________________

Dear Sir or Madam,

You are kindly requested to present the Authority for Research Students with the seminary lecture report for ____________ held on __________ at _________.

Please submit your opinion no later than two weeks after the lecture so that it may be approved by the Authority for Research Students. The opinion will be attached to the summary you had been provided and must include the following:

a. Short summary of the purpose of the doctoral dissertation and its main findings as presented in the lecture;

b. Evaluation of the originality and importance of the findings in view of the background material and existing knowledge;

Please note the extent to which the lecture emphasized the student's original research work compared with existing literature, and whether there was a clear reference to the continuation of the research.

c. Please note any suggestions for additional or improved experimental work, additional reviews and approaches that could improve the research.

d. Complete your opinion by stating whether the results can be used as the basis for a PhD dissertation according to the standards of the Hebrew University, and assess the required time for its completion and submission.

A seminary lecture report in fillable format can be found on the Authority for Research students' website.

(Please print out the report. Unprinted reports will not be accepted).

Sincerely,

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Signature