DOCTORAL DISSERTATION

Disposition preparation and topic application

For any questions concerning the doctoral work you can write at e-mail: katja.podlogar-kos@evro-pf.si or call during office hours on the phone number 04 23 19 376.

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1.1. DOCTORAL DISSERTATION TOPIC CHOICE and MENTOR CHOICE

Article 133

(Mentor)

Higher education teacher (assistant professor, associate professor, full professor) from the field covered by the PhD dissertation can be a mentor for the doctoral dissertation.

A foreign higher education teacher can only be a mentor if she/he is a visiting professor at the Faculty or if the Faculty does not have a habilitated university teacher in the selected area.

In regular contact with the student a mentor is required to take care of the appropriate scientific level of the dissertation. Before submitting the dissertation for evaluation a mentor must give her/his written consent about its adequacy.

The student chooses the topic alone in cooperation with the professor. If professor's contact details are not published the student office sends her/him the first message.

In case of difficulty in choosing a mentor a student should send a brief disposition description by e-mail at katja.podlogar-kos@evro-pf.si. Study Commission will direct and propose an appropriate mentor.
2. DISPOSITION PREPARATION

Doctoral dissertation disposition

Article 127
(Disposition)

Doctoral dissertation disposition must include:

a) Dissertation title:
Doctoral dissertation is a result of student’s independent research work at the conclusion of the study. Students themselves in consultation with the mentor suggest a doctoral dissertation topic. The topic must relate to the professional and/or scientific field of student's studies. Topic title must reflect the content of the dissertation.

b) Topic explanation:
Student under this section explains doctoral thesis topic and highlights the important facts related to the doctoral dissertation topic. She/he can briefly describe the course of the dissertation making.

c) The problem, the subject and the research hypotheses:
Student under this section of the doctoral dissertation dispositions defines the field which will be discussed and from which the problem stems. Problem definition should be precise and clear. It may also include clarification of the problem dimensions and the importance of its settlement. Properly defined problem and research subject are for student the basis for setting up a working hypotheses (research questions). Student in this section also defines the main assumptions or hypotheses (research questions). Assumptions or hypotheses (research questions) and limitations present the beginning of dealing with the topic. These assumptions are important because when dealing with topics it’s almost never possible to cover all the factors that define a specific field. Therefore, student uses assumptions that enable her/him to simplify topic discussion. Student assumes that many factors of the problem do not change which makes it easier since the student can further focus narrowly on the field in question or even on an individual case. Assumptions or hypotheses must be clearly defined.

Limitations in addressing the problem may also be included in the doctoral thesis. As restrictions a student may also indicate problems due to limited information access, commercial or state secrets, the lack of scientific literature, the unwillingness of the responsible people for the co-operation etc.

d) Research purpose and objectives:
The aim of doctoral dissertation basically emerges from the problem and means a search for the answer to the basic hypothesis (research question). Student in the dissertation explains the purpose of the proposed problem and answers the question of why she/he is analyzing the selected topic. Purposes may be different and stem from the problem with which the student deals during dissertation writing but they must answer the set question what will with the proposed research change in the discussed discipline.

The objectives of the doctoral dissertation say what student must complete in order to achieve the purpose of the research. There can be more objectives and a student can also have several sub-
objectives. It is advisable for student to ask questions to which during the course of research, formulation and written research results presentation she/he will be able to give justified answers.

e) Previous research assessment:
Under this section the student seeks to integrate previous research work that are related to the doctoral dissertation topic. The research may include publications, documentary events, statistics, monographs, papers, etc. Student can highlight how her/his thesis will differ from previous research.

f) Research methods:
In the doctoral dissertation disposition student must also indicate the methods for achieving the objectives of the doctoral dissertation. Using the anticipated methods the student will try to solve the problem and the research subject and prove the raised working hypothesis (research question). The student often uses a single main scientific research method and in addition also a number of other methods regarded as auxiliary can be used. It is not enough to simply enumerate methods but the scope and application for each method should be recorded as well.

g) Concise outline of the anticipated chapters:
Student under this section briefly describes the table of contents (headings and subheadings).

h) Expected research results:
Student under this disposition section indicates the expected research results with which she/he should contribute to the understanding of certain findings.

i) Expected science and profession contribution:
Student under this disposition section indicates the major research results that will contribute to the science and profession.

j) Research results usage:
Student under this section briefly identifies the opportunities to use the research results.

k) Core literature and sources (at least 100 units):
Under final disposition section the student lists all sources and literature (separately). Doctoral dissertation disposition should contain approximately 100 units of literature. The emphasis should be on foreign and original literature.

l) Student information (curriculum vitae) with an emphasis on the student’s scientific development;

m) Student’s bibliography.

Once the mentor approved the disposition you can submit it to the student office as indicated below.
3. TECHNICAL REVIEW OF THE DISPOSITION

Article 128
(Technical review of the disposition)

Before submitting a written form of doctoral dissertation (disposition) topic application a student must send her/his disposition in electronic form to the graduate student office (hereinafter student office) by e-mail.

Student office and university teacher, who is for this purpose authorized by the Study Commission, must within ten days check whether the student meets the eligibility criteria for doctoral dissertation application and if the submitted disposition contains all the required ingredients. Student office notifies the student if deficiencies are identified. Student in accordance with the instructions supplements or corrects the disposition and together with a signed form for doctoral dissertation topic application (Annex 10) submits three printed copies to the student office. Student office gives it in consideration to the Study Commission.

Study Commission shall discuss the matters that are delivered to the student office no later than three days before the date of the meeting of the Study Commission. Study Commission meeting is usually on the first Tuesday of the month.

**Before doctoral dissertation topic application** you first must submit the disposition in an electronic form to the following address: katja.podlogar-kos@evro-pf.si.

In the subject it is should be written: Technical review of the disposition (surname and name of the student)

After reviewing the disposition we will within ten days notify you about the technical adequacy. And as far as:

- ➢ disposition will have deficiencies (from a technical point of view) you will need to complete it and first then apply for a doctoral dissertation topic as set out in section 4;
- ➢ disposition will meet the criteria of the Faculty you will be able to apply for a doctoral dissertation topic as set out in section 4.
4. DOCTORAL DISSERTATION TOPIC APPLICATION

**Doctoral dissertation topic application**

Article 126  
(Doctoral dissertation topic application)

Student addresses the doctoral dissertation topic application on the Study Commission.

Student must submit doctoral dissertation topic application in tri copies and it should include:

- The application in which the student is applying for evaluation and acceptance of the doctoral dissertation application stating the title of the proposed dissertation and the field in which the student would like to create a doctoral thesis and a mentor proposition. The mentioned application must be submitted on the doctoral dissertation topic application form (Annex 10). Candidate and the proposed mentor must sign the form.
- Doctoral dissertation disposition.

Application must be written in Slovenian language. Based on the student application and approval of the Study Commission the dissertation can also be written in a foreign language.

**Doctoral dissertation topic application** must be submitted to the student office of the Faculty in Brdo at Kranj or send to the address European Faculty of Law Nova Gorica, Predoslje 39, 4000 Kranj.

The application must include:

- **Doctoral dissertation topic application form** (3 copies, the form is published in the online student office under materials, application form must be signed by the mentor);
- **Disposition** (3 copies, preferably double-sided printing and binding to the spiral).

**FURTHER PROCEDURE WILL BE CONDUCTED IN ACCORDANCE WITH STUDY REGULATIONS AT THE EUROPEAN FACULTY OF LAW NOVA GORICA.**