

General Guidelines for Ph.D. Thesis Format



**Tribhuvan University
Institute of Science and Technology (IOST)
Kirtipur, Nepal**

2014

17. General Guidelines: Format of the Thesis

In order to maintain the uniformity of the Ph.D. thesis carried out in different departments under Institute of Science and Technology (IOST), Tribhuvan University, Nepal, the following guidelines are prepared.

17.1 Front Matter

The front matter should be strictly maintained, which are as follows:

- i. Cover Page
- ii. Blank Page
- iii. Inner Cover Page
- iv. Declaration
- v. Recommendation
- vi. Letter of Approval
- vii. Acknowledgements
- viii. Abstract
- ix. Table of Contents
- x. List of Acronyms and Abbreviations
- xi. List of Symbols (if any)
- xii. List of Tables
- xiii. List of Figures

The details of these items with examples are given below.

Note: In the examples, font (which should be Times New Roman), font size, normal/boldface, caps, etc are given in the italic as comments or in bracket.

(Format for cover page)

[TITLE OF THE Ph.D. THESIS]

Comment [s1]: All caps, Bold, Font size: 18

[Logo of T.U.]

A THESIS SUBMITTED TO THE

Comment [s2]: All caps, not bold, font size: 14

CENTRAL DEPARTMENT OF

INSTITUTE OF SCIENCE AND TECHNOLOGY

TRIBHUVAN UNIVERSITY

NEPAL

Comment [s3]: All caps, Boldface, Font size: 14

FOR THE AWARD OF

DOCTOR OF PHILOSOPHY

IN

Comment [s4]: (All caps, Boldface, Font size: 14)

BY

Comment [s5]: All caps, not bold, Font size: 14

[FULL NAME OF THE RESEARCH SCHOLAR]

[MONTH YEAR]

Comment [s6]: All caps, Bold, Font size: 14

(Example of Cover page)

INVESTIGATION ON INORGANIC SALTS BASED ION SELECTIVE ELECTRODES



**A THESIS SUBMITTED TO THE
CENTRAL DEPARTMENT OF CHEMISTRY
INSTITUTE OF SCIENCE AND
TECHNOLOGY
TRIBHUVAN UNIVERSITY
NEPAL**

**FOR THE AWARD OF
DOCTOR OF PHILOSOPHY
IN CHEMISTRY**

**BY
NAME OF THE CANDIDATE
JULY 2011**

BLANK PAGE

(Format for inner cover page)

[TITLE OF THE Ph.D. THESIS]

[Logo of T.U.]

**A THESIS SUBMITTED TO THE
CENTRAL DEPARTMENT OF
INSTITUTE OF SCIENCE AND TECHNOLOGY
TRIBHUVAN UNIVERSITY
NEPAL**

**FOR THE AWARD OF
DOCTOR OF PHILOSOPHY
IN**

**BY
[FULL NAME OF THE STUDENT]
[MONTH YEAR]**

(Example of inner cover page)

INVESTIGATION ON INORGANIC SALTS BASED ION SELECTIVE ELECTRODES



**A THESIS SUBMITTED TO THE
CENTRAL DEPARTMENT OF CHEMISTRY
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NEPAL**

**FOR THE AWARD OF
DOCTOR OF PHILOSOPHY
IN CHEMISTRY**

**BY
NAME OF THE CANDIDATE
JULY 2011**

DECLARATION

Comment [s7]: All caps, Bold, Font size: 16

Thesis entitled “.....(**in boldface letter**)” which is being submitted to the Central Department of....., Institute of Science and Technology (IOST), Tribhuvan University, Nepal for the award of the degree of Doctor of Philosophy (Ph.D.), is a research work carried out by me under the supervision of Prof. Dr.....,..... of Central Department of....., Tribhuvan University and co-supervised by Prof. Dr..... of

This research is original and has not been submitted earlier in part or full in this or any other form to any university or institute, here or elsewhere, for the award of any degree.

Comment [s8]: Times New Roman, Font size:12

[signature]

[Name of research scholar]

Comment [s9]: Times New Roman, not bold, Font size:12

RECOMMENDATION

Comment [s10]: All caps, Bold, Font size: 16

This is to recommend that (**official name of research scholar in boldface letter**)has carried out research entitled“.....
(**in boldface letter**)” for the award of
Doctor of Philosophy (Ph.D.) in
(**subject in boldface letter**) under my/our
supervision. To my /our knowledge, this work has not been submitted for
any other degree.

He/She has fulfilled all the requirements laid down by the Institute of
Science and Technology (IOST), Tribhuvan University, Kirtipur for the
submission of the thesis for the award of Ph.D. degree.

Comment [s11]: Times New Roman, Font size: 12

.....

Name of Supervisor

Supervisor

(Designation.....)

Comment [s12]: Times New Roman, Bold, Font size: 12

Central Department of

Tribhuvan University

Kirtipur, Kathmandu, Nepal

Comment [s13]: Times New Roman, no bold, Font size: 12

.....

Name of Co-Supervisor (if any)

Co-Supervisor

(Designation)

Comment [s12]: Times New Roman, Bold, Font size: 12

Central Department of

Tribhuvan University

Kirtipur, Kathmandu, Nepal

Comment [s15]: Times New Roman, no bold, Font size: 12

[Month Year]

Comment [s16]: Times New Roman, Bold, Font size: 12

(This content should be in Letter Head of Concerned
Department)

LETTER OF APPROVAL

Comment [s17]: All caps, Bold, Font size: 16

[Date: Day/Month/Year]

Comment [s18]: Times New Roman, Font size: 12

On the recommendation of Prof. Dr. (**official name of supervisor/co-supervisor** (if any)), this Ph.D. thesis submitted by (**official name of research scholar**) entitled “..... (**in boldface letter**)” is forwarded by Central Department Research Committee (CDRC) to the Dean, IOST, T.U..

.....
Name of Head of Department

Comment [s19]: Bold, Times New Roman, Font size:12

Professor

Head

Central Department of,

Tribhuvan University

Kirtipur, Kathmandu

Nepal

Comment [s20]: Times New Roman, Font size: 12

ACKNOWLEDGEMENTS

(Font size – 16, Boldface, all caps)

Text : 12 points font size

Page size: Not more than 2 pages in justified form

.....
(Name of Research Scholar)
Month Year

Comment [s21]: Times New Roman, Font size: 12, normal

ABSTRACT

(Font size – 16, Boldface, all caps)

Text: 12 points font size

Page size: Preferably one page but not more than 2 pages in justified form

LIST OF ACRONYMS AND ABBREVIATIONS

(Font size – 16, Boldface, all caps)

Example:

(Text : 12 points font size)

DC : Direct Current

DTA : Differential Thermal Analysis

LIST OF SYMBOLS

(Font size – 16, Boldface, all caps)

Example:

(Text: 12 points font size)

γ	: Activity Coefficient
ϵ	: Relative Dielectric Constant
ϵ_0	: Dielectric Permittivity

LIST OF TABLES

(Font size – 16, Boldface, all caps)

Example:

(Text : 12 points font size)

Page No.

Table 1: (caption in boldface)

1

Table 2: (caption in boldface)

2

(not in boldface)

LIST OF FIGURES

(Font size – 16, boldface letter, all caps)

Example:

(Text : 12 points font size)

Page No.

Figure 1: (figure caption in boldface)

1

Figure 2: (figure caption in boldface)

2

(not in boldface)

TABLE OF CONTENTS

(Font size – 16, Bold faced letter, all caps)

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(Text: 12 font size, normal)

CHAPTER 1 (boldface, all caps, 14 font size)

1. INTRODUCTION (boldface, all caps, 12 font size)

1

1.1 Introduction (normal, 12 font size)

2

1.2 Rational

1.3 Objectives

CHAPTER 2 (boldface, all caps, 14 font size)

2. LITERATURE REVIEW (boldface, all caps, 12 font size)

2.1 (Sub headings, if any) (normal, 12 font size)

2.2....., etc.

CHAPTER 3 (boldface, all caps, 14 font size)

3. MATERIALS AND METHODS (boldface, all caps, 12 font size)

3.1 (Sub headings, if any) (normal, 12 font size)

3.2....., etc.

CHAPTER 4 (boldface, all caps, 14 font size)

4.RESULTS AND DISCUSSION (*boldface, all caps, 12 font size*)

4.1 (Sub headings, if any) (*normal, 12 font size*)

4.2....., etc.

CHAPTER 5 (*boldface, all caps, 14 font size*)

5.CONCLUSION AND RECOMMENDATIONS(*boldface, 12 font size*)

CHAPTER 6 (*boldface, all caps, 14 font size*)

6. SUMMARY (*boldface, 12 font size*)

7.REFERENCE

APPENDIX: Scientific Publication, questionnaires, long computational algorithms (if necessary)

Note: *Ph.D. thesis for some of the departments such as Statistics and Mathematics may not fit into the above mentioned patterns (Introduction, Review of Literature, Materials and Methods, Results and Discussion, Conclusion, Summary and Recommendation for Further Work). For such situations, the body part of the thesis should be of having the following order:*

1. Introduction
2. Chapters with the specific heading covering the research work done by the Ph.D. research scholar
3. Summary and conclusions (*This includes the overall summary, conclusions and the recommendation for further work if applicable*).

Hence the Ph.D. research scholars of IOST may follow either one of these two formats whichever suits based on the nature of the work. This alternative format is given below.

Alternative Format of Ph.D. Thesis

TABLE OF CONTENTS

(Font size – 16, Bold faced letter, all caps)

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(Text: 12 points font size)

CHAPTER 1(*boldface, all caps, 14 font size*) 1

INTRODUCTION (*boldface, all caps, 12 font size*)

1.1 Introduction (*not bold, 12 font size*)

1.2 Rational

1.3 Objectives

CHAPTER 2(*Bold face, all caps, 14 font size*).....

Chapter 2 (Chapters with specific heading based on research work)

CHAPTER 3(*Bold face, all caps, 14 font size*).....

Chapter 3 (Chapters with specific heading based on research work)

CHAPTER 4(*Bold face, all caps, 14 font size*).....

Chapter 4 (Chapters with specific heading based on research work)

CHAPTER 5(*Bold face, all caps, 14 font size*).....

5. **SUMMARY AND CONCLUSIONS**

5.1 Summary

5.2 Conclusions

5.3 Recommendations for Further work

REFERENCES

APPENDIX: Scientific Publication, questionnaires, long computational algorithms (if necessary)