



ANNEX 1

GUIDE FOR WRITING AND DRAFTING THE DOCTORAL THESIS (SD-RISS)

1. General provisions

This guide establishes the norms for writing and structuring doctoral theses developed within the Doctoral School of International Relations and Security Studies (SD-RISS), in the fields of **International Relations and European Studies**, **History** and **Sociology**. The doctoral thesis must be an original work, which demonstrates the scientific competence of the author, the mastery of the research methodology and the contribution to the knowledge in the chosen field.

2. Structure of the doctoral thesis

The doctoral thesis will follow the following mandatory structure:

1. **Cover page** (according to the pattern at the end of this guide).
2. **Title page** (inside page, identical to cover).
3. **Declaration of originality and assumption of responsibility** (signed by the student).
4. **Transparency statement on the use of Artificial Intelligence** (if applicable).
5. **Table of Contents** (detailed down to the subchapter level, with the indication of the pages).
6. **List of abbreviations, logos, and acronyms** (if applicable).
7. **List of figures and tables** (if applicable).
8. **Introduction:**
 - The motivation for choosing the theme and its relevance;
 - Research objectives and working hypotheses (or research questions);
 - The current state of knowledge in the field (Literature Review); - The research methodology used; - Structure of the work.
9. **The content itself (Thesis chapters):**
 - The paper will be divided into logically numbered chapters and subchapters (e.g.: 1, 1.1, 1.1.1).
 - A balance between the theoretical/conceptual part and the applicative/analytical/case studies part is recommended.
10. **General conclusions:**
 - Synthesis of the results obtained;
 - Confirming or disproving hypotheses; - Personal contributions and novelties; - The limits of research and future directions of study.
11. **Bibliography:**



- The complete list of cited sources, organized thematically or alphabetically.
- 12. **Annexes** (optional): documents, maps, translations, research tools (interview guides , questionnaires), datasets.

3. Typesetting rules

1. **Format:** A4.
2. **Recommended volume:** Between 60,000 and 120,000 words (about 200 - 300 pages, without appendices and bibliography). Exceeding or significantly subtracting below these limits requires the consent of the doctoral supervisor.
3. **Font:** Times New Roman, size 12 points for the basic text.
4. **Line spacing:** 1.5 rows.
5. **Edges:** Left 3 cm (for binding), Right 2.5 cm, Top 2.5 cm, Bottom 2.5 cm.
6. **Alignment:** Justified (left-right).
7. **Numbering:** Pages are numbered consecutively, starting with the Introduction (page 1), in the lower-right or lower-centered corner.
8. **Footnotes:** Times New Roman font, size 10 points, spacing 1 line (single), continuous numbering throughout the work.

4. Citation rules and critical apparatus

The author of the thesis has the obligation to correctly cite all the sources used (ideas, texts, data, images), respecting the Copyright Law and the rules of academic ethics.

A single style of citation, established in the field of study, will be used consistently throughout the paper.

Recommended styles:

- For History: The Style of the Romanian Academy or Chicago (full footnotes).
- For RISE and Sociology: Harvard Style (author-date in text) or APA, Chicago. Any *quotation* is put in quotation marks and the exact source (including the page) is indicated. Any paraphrasing must indicate the source of the original idea.

5. Use of Artificial Intelligence (AI)

According to UBB regulations, the use of Artificial Intelligence tools (such as ChatGPT, Claude, Grammarly Premium, etc.) It is only allowed **as an auxiliary tool** (for linguistic proofreading, structuring, translation, code generation), not for the actual science content generation.

Obligation: The doctoral student must include in the thesis a **Declaration of Transparency** (if he/she has used such tools), specifying:

- The name of the AI tool used;
- Purpose of use (e.g. text reformulation, translation, data analysis);

The full generation of chapters or analyses by AI without human critical input is considered academic fraud.

6. Page Templates

A. COVER MODEL (OUTER)



UNIVERSITATEA BABEȘ-BOLYAI
BABEȘ-BOLYAI TUDOMÁNYEGYETEM
BABEȘ-BOLYAI UNIVERSITÄT
BABEȘ-BOLYAI UNIVERSITY
TRADITIO ET EXCELLENTIA



FACULTATEA DE
ISTORIE ȘI FILOSOFIE



ȘCOALA DOCTORALĂ DE
**Relații Internaționale și
Studii de Securitate**

**BABEȘ-BOLYAI UNIVERSITY OF CLUJ-NAPOCA, FACULTY OF HISTORY AND
PHILOSOPHY DOCTORAL SCHOOL OF INTERNATIONAL RELATIONS AND
SECURITY STUDIES**

DOCTORAL THESIS

DOCTORAL SUPERVISOR:

Prof. univ. dr. / Assoc. univ. dr. [FIRST NAME]

DOCTORAL STUDENT:

[FIRST NAME]

**CLUJ-NAPOCA
[YEAR OF SUPPORT]**

B. TITLE PAGE TEMPLATE (INNER)



**BABEȘ-BOLYAI UNIVERSITY OF CLUJ-NAPOCA, FACULTY OF HISTORY AND
 PHILOSOPHY DOCTORAL SCHOOL OF INTERNATIONAL RELATIONS AND
 SECURITY STUDIES**

[TITLE OF DOCTORAL THESIS]

PhD field:

[International Relations and European Studies / History / Sociology]

DOCTORAL SUPERVISOR:

Prof. univ. dr. / Assoc. univ. dr. [FIRST NAME]

DOCTORAL STUDENT:

[FIRST NAME]

**CLUJ-NAPOCA
 [YEAR OF SUPPORT]**

C. DECLARATION OF ORIGINALITY (Indicative model)

The undersigned,, doctoral student at the Doctoral School of International Relations and Security Studies, Babeș-Bolyai University, author of the doctoral thesis entitled:

".....", sub coordinated by Prof. univ. dr. / Assoc. univ. dr.,

I declare on my own responsibility that this work is the result of my own research activity and that it does not contain plagiarized portions. All bibliographic sources used (including those from the internet) have been properly cited, in accordance with academic norms and current copyright legislation. I also declare that the paper has not been presented, in whole or in part, for obtaining another scientific title or professional degree.

Knowing the legal provisions regarding false statements and the sanctions for plagiarism, I assume full responsibility for the content of this thesis.



Date:

.....

Signature:

D. STATEMENT ON THE USE OF ARTIFICIAL INTELLIGENCE (If applicable)

I, the undersigned, [Surname, Surname], declare that in the elaboration of this thesis I have used/not used artificial intelligence (AI) tools. *(In case of use):* I used the tool [Software Name, e.g. ChatGPT 4.0] for the purpose of [e.g. grammar correction / translation of passages / structuring ideas]. I take full responsibility for the accuracy of the data and the originality of the final content.

Date:

.....

Signature: