

Guidelines for Submitting the Research Proposal

General Explanation

Students must submit their proposal within one year from the date they were accepted as Stage I research students, with the option of a one-year extension.

The research proposal must not exceed 20 pages: no more than 15 pages for the body of the proposal and no more than five pages for the bibliography. Longer proposals will not be accepted. The body of proposals submitted in English may be 17 pages long.

The research proposal will include:

- * a Hebrew cover page ([for sample see here](#))
- * the proposal
- * summary and conclusions
- * bibliography
- * appendices
- * an English cover page

How to submit the proposal to the school student office:

- * Submit **seven** copies
- * E-mail a digital copy
- * Proposals will be printed single-sided
- * Proposals will be double-spaced, in size 12 font

The advisor will send the following to the student office:

- * a short preliminary report
- * the advisor will send the student office a short preliminary report
- * a list of at least three readers, with the rank of senior lecturer or above. Correct e-mail addresses should be included.

Please note: Do not select readers that have been in close research cooperation with the student / advisor in the past five years.

Readers' recommendations do not bind the committee.

» The research proposal will be discussed in the research student committee only after all of the student's / advisors' necessary papers have been submitted.

Approval of the Research Proposal

1. Submission of the proposal to the research student committee

The research student committee will decide as follows:

- A. The proposal is approved with no corrections.
- B. The proposal must undergo small corrections, and no further committee discussion is needed.
- C. The proposal must be revised, and reviewed again by the committee.

2. The proposal will be sent to reader/s who will decide if:

- A. The proposal is approved with no corrections.
- B. The proposal must undergo small corrections, and no further committee discussion is needed.
- C. The proposal must be revised, and reviewed again by the committee.

3. Reader/s evaluation/s will be forwarded to the student and to the advisor/s.

4. The student will correct the proposal (if necessary, the proposal will be resent for reading).

The student and the advisor/s will respond to the evaluations.

5. The research student committee will discuss the proposal and the evaluations received, and present its recommendation to the university committee.

6. The university research student committee will discuss and approve the proposal.