

AMENDED GUIDELINES FOR THE PREPARATION OF THESIS (M.PHIL./PH.D.)

A thesis may not exceed 75,000 words in length, unless prior permission to exceed this length has been given by the Board of Graduate Studies on the recommendation of the Supervisor.

1. Leaf size - A4
2. Cover Page :
[See annex I for sample cover page]
3. Spine (for final hard bound thesis):
[See annex II for sample spine]
4. The first and last leaf should be blank and of thick quality paper. (for final hard bound thesis)
5. Title Page
[See annex III for sample title page]
6. Declaration Page
The declaration statement should declare his / her consent to the use of condense of the thesis by another party
[See annex IV for sample Declaration page]
7. Approval / Certification of the Supervisor Page
Thesis should be approved by the appointed supervisor /s to be accepted as a standard report to be kept in the library
[See annex V for sample authorization page]
8. Acknowledgement
Acknowledgements should follow on a fresh page. This page should not be inserted in the copies that are sent out for evaluation.
9. Abstract
The abstract should provide a concise, cogent summary of the thesis (250 – 300 words)
The abstract should be in a form suitable for separate publication and may be edited by the candidate's supervisor. The University may publish the abstract without further reference to the author.
10. Table of Contents
The following pages should be for TABLE OF CONTENTS which should have the sections numbered according to the decimal system using Arabic numerals. Further subsections can have the first page of the table of contents and simple Roman numerals should be used up to the end of the abstract.
11. List of tables, figures and plates if required should follow the table of contents (also numbered in simple Roman numerals)
12. The introduction or other beginning of the thesis should then follow and the numbering of pages from this page onwards right up to one but last leaf should be in Arabic numerals starting with one.
13. List of reference should be given immediately after the text of the thesis starting on a fresh page. References throughout the thesis should follow the Harward style.
14. Appendices, if any
15. Margins - Text pagesmargin :
Top - 3 cm
Right - 2 cm
Bottom - 3 cm
Left side - 4cm (room for binding)
16. Text spacing & Font
Typed in double spacing with the Font size shall be 12 point and Times New Roman for English / Bamini for Tamil
17. Final Binding
Dark Green coloured thick cover for M.Phil and Black thick cover for Ph.D. lettering in Gold.
18. Jacket
Light Green coloured cover for M.Phil and White cover for Ph.D. lettering in Black.

(Font - Times New Roman/Baamini; Font Size - 16; Font Style - Bold)

<FULL TITLE>

<FULL NAME OF THE CANDIDATE>

MASTER OF PHILOSOPHY

**FACULTY OF GRADUATE STUDIES
UNIVERSITY OF JAFFNA
SRI LANKA**

- Year of submission of thesis –

M.PHIL. ./PH.D.	<Surname of the Candidate> (in case of female full name) <Title of thesis> <Subject>	Year
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<FULL TITLE>

Thesis submitted to the
Faculty of Graduate Studies, University of Jaffna
in fulfillment of the requirements
for the award of degree of
Master of Philosophy
(Font Size – 17 ; Font Style – Bold)
in<Subject>

By

<FULL NAME OF THE CANDIDATE>

<Year of Submission of Thesis>

DECLARATION

I hereby declare that the entire work embodied in this thesis has been carried out by me. The extent of information derived from the existing literature has been documented and fully acknowledged at the appropriate places, the work is original and has not been submitted in part or full for any Diploma or Degree in this or any other University. I confirm that there is no plagiarism in this thesis and if detected, I abide for the action that will be taken for such plagiarism by the Faculty of Graduate Studies of University of Jaffna

.....
<Full name & Signature of the Candidate>

CERTIFICATION OF THE SUPERVISOR(S)

This is to certify that the thesis entitled <title of your thesis> submitted by <full name of the candidate> for the degree of Master of Philosophy / Doctor of Philosophy in <subject> of the University of Jaffna is a record of original independent research carried out by <name of the candidate> under my guidance and direct supervision.

.....
<Name, Signature of the Supervisor & Date>

.....
<Name, Signature of the Co-Supervisor (if any) & Date>