

# **Format Description of Research Proposal for the Qualification Assessment of Doctoral Candidacy**

## **I. Description:**

The format of the research proposal to be submitted shall be written in accordance with the regulations of this Institute. The length of the proposal content shall faithfully present the research progress as of the time of submission. The proposal shall be at least 10 pages.

## **II. Format of the proposal:**

The proposal shall be prepared in the order of: front cover, table of contents, abstract in Chinese and in English and keywords, main text, references and appendices.

- a) Front cover: Please refer to the format in Appendix 3.
- b) Abstract in Chinese and English and keywords.
- c) Main text: Comprises abstract, introduction, research purpose, literature review, research methods, references, etc.
- d) Page numbering: For the table of contents, please use Roman numerals I, II, III... in the middle of the bottom of each page; for the main text and appendices, please use Arabic numerals 1, 2, 3... in the middle of the bottom of each page.
- e) Attached tables and figures shall be inserted in the text; the content of each table or figure shall be stated clearly.
- f) If a portion of the research proposal has been published in some papers, please state clearly the name and volume number of the journal and date of publication. If there are publications, patents, technical reports, etc., related to the implementation of the research, please state them clearly in the references.

## **III. Notes for the proposal specifications**

- a) Paper size: A4 paper (29.7 cm x 21 cm).
- b) Format: Chinese typing specification is to type on each line (no space is left between the lines) and English typing specification is single space.
- c) Font: Writing in either Chinese or English. DFK-SB is used for Chinese, Times New Roman is used for English, and the size is mainly 12pt.