

Guidance for Candidates: Doctoral Theses including Publications

The purpose of this document is to clarify expectations about theses that include publications. Please read it in conjunction with the [Doctoral Thesis Policy and Procedures](#).

1. Submission check

The University will confirm that your thesis:

- is complete
- meets submission requirements
- can be sent to examiners

This is **not an academic assessment**.

2. Structure of the thesis

Your thesis must:

- present a coherent research project
- include an introduction, linking material, and conclusion

3. Including publications

You may include:

- published papers
- accepted papers
- submitted manuscripts

Publications should be integrated into a coherent thesis argument:

- inclusion of publications alone is not sufficient

Publications may:

- retain scholarly structure and voice
- vary in style

They must:

- be formatted consistently with the thesis

Publications may not include duplicated publication artefacts where unnecessary (e.g. repeated acknowledgements, keywords, journal formatting).

4. Writing and presentation

You should aim to:

- present a clear and readable thesis
- explain relationships between components

Variation in style and some repetition is expected when including publications; candidates should ensure the overall thesis remains clear and intelligible.

5. Terminology

- The thesis must be structured as a thesis
- Chapters should not formally be labelled as “papers”
- Minor or descriptive use of the term within the text is acceptable

6. Exclusions (important)

The thesis should not include:

- CV-style material (e.g. awards, presentations, scholarships)
- lists of achievements unrelated to thesis content
- direct links to publications outside references

7. Checklist for candidates

- ☐ Publications are integrated into the thesis
- ☐ Formatting is consistent
- ☐ Publication artefacts appear once or are omitted
- ☐ Statement of [Contribution/Co-Authorship Form](#) is included
- ☐ Permissions are obtained

8. Key principle

The thesis should be a coherent body of research that can be assessed as a whole.