

**Instructions for writing a research proposal for an MA thesis**  
**Department of Archaeology**

**A. General**

1. The MA thesis will be designed and planned by the research student and his/her supervisor/s. Only after all major aspects of the research (including aims, materials, scope and methodology) have been worked out, will the student write the proposal.
2. The research proposal will be submitted to the department's MA committee only after approval by the thesis supervisor/s and their signature should be on the first page. The committee may approve the research proposal as is, ask for corrections/modifications or reject the proposal altogether. When a research proposal is approved by the departmental MA committee, the proposal and a letter from the Head of the MA committee will be sent to the Dean of Advanced Studies asking for formal approval of the research proposal. When approved, the student's and supervisor's academic status are confirmed and the thesis research can officially commence.
3. We recommend that proposals be submitted to the department not later than the end of the second semester of the first MA year. The student should submit the MA thesis by the end of the second MA year.

**B. General guidelines**

1. A research proposal should not exceed 10 text pages (double spaced, font 12), excluding bibliography, tables and figures.
2. The proposal should be written as a scientific paper with all relevant implications.
3. References and bibliography should be consistent and follow the format of an academic journal.
4. Each proposal will include:
  - Cover page
  - Table of contents
  - Introduction (to the topic of the proposal)
  - Scientific background
  - Research questions and significance
  - Methodology (materials and methods)
  - Preliminary results (if applicable)
  - Thesis structure (including tentative titles for chapters)
  - A detailed timetable (from submission of the research proposal through submission of thesis)
  - Bibliography. This list should be concise and include only the most important and relevant items
5. Additional guidelines are provided at the link below:

[http://graduate.haifa.ac.il/images/stories/tfasim/Thesis\\_guide\\_Eng\\_11122013.pdf](http://graduate.haifa.ac.il/images/stories/tfasim/Thesis_guide_Eng_11122013.pdf)