



IMLI Guide to the Writing of a Ph.D. Thesis

The following Guide provides important information regarding the writing of your thesis for the Programme leading to the Degree of Doctor of Philosophy. It is therefore recommended that you examine carefully and implement this Guide as it will facilitate the writing of your Ph.D. thesis.

1. General

A thesis is a piece of written work of a maximum length of 100,000 words that contains original and significant contributions to knowledge in a subject within the syllabus of the Institute. The thesis must be written in English and must achieve an acceptable standard of literary presentation.

2. Formal Requirements

2.1 Length

The length of the thesis should be no more than 100,000 words inclusive of footnotes and appendices. The abstract, the table of contents, the tables, the bibliography, any headers or footers, and any index are not included in the word count.

2.2 Presentation and style

The thesis should be set out on, and formatted for, A4 size paper. It must be word-processed using size 12 font on one side of the paper only with 1.5 line (6mm) spacing in the main text, with a margin of 32 to 38 mm on the left hand side, provided that variations of font size may be used for headings, sub-headings, and footnotes.

The first line of every paragraph in the thesis must be indented unless the paragraph immediately follows a heading or sub-heading, or an indented footnote.

In exceptional circumstances and with the approval of the Director other forms of presentation may be permitted. An electronic copy thereof on CD in MS Word format in a package must also be submitted.

You should endeavour to avoid typographic, spelling, grammar and other errors by leaving enough time for proof-reading the final draft of your thesis.

2.3. The Cover

Hard copies of the thesis must be bound in a hard, durable, dark blue cover.

Each copy of the thesis must state on its cover page:

- a) the title of the thesis as approved by the Institute;



- b) the full name of the author;
- c) the name of the supervisor;
- d) the date of submission of the thesis.

Each copy of the thesis must state on the spine of the cover:

- a) the name of the author, followed by his initials, at the top;
- b) the title of the thesis, abbreviated if necessary, in the middle;
- c) the degree and year of submission at the bottom.

Lettering should be in gold and of a suitable size.

2.4 Preliminary pages

2.4.1 Title page

The title page must state the following:

- Institute's name
- Title of thesis
- Full name of author
- Country of nationality of author
- The following sentence: 'Thesis submitted in partial fulfillment of the requirements for the award of the Degree of Doctor of Philosophy (Ph.D.) at the IMO International Maritime Law Institute (Malta)'
- Word count
- Year
- Name of Supervisor

2.4.2 Declaration

The thesis must contain a signed declaration that the thesis is your own personal work; that the greater portion of the work has been done after his registration for the Degree; and that you have not previously submitted such work or are not concurrently submitting such work in candidature for any other degree or diploma. This declaration must appear immediately after the title page;

2.4.3 Abstract

The thesis must include an abstract not exceeding 300 words which must not contain footnotes and which must appear immediately after the declaration;

2.4.4 Table of contents

The thesis must include a table of contents which must state the titles of the chapters and their principal sub-divisions, which must be indexed to the pages where the chapters and first-level sub-headings begin, and which must appear immediately after the abstract. See example below.



	<u>Page</u>
1. INTRODUCTION	1
2. MARITIME LEGISLATION: HISTORICAL BACKGROUND	3
2.1 Early Maritime Customs and Codes	4
2.1.1 Rhodian Sea Law	8
3. etc.	15
4. etc.	27
5. CONCLUSION	300

2.4.5 Other Tables

The thesis must contain separate tables of cases, treaties, and statutes, if applicable, which must appear immediately after the table of contents. For example, in the table of cases you should list all cases in alphabetical order with their citations. Should you use cases from different jurisdictions, you should split them accordingly. Furthermore, should you use several cases from one particular jurisdiction, you should subdivide the cases according to the different courts delivering the judgments. See section on citation of cases (below) or consult any maritime law text book to understand the manner in which this should be done.

2.5 Referencing

Referencing entails the acknowledgement of the material sources you use during your research and preparation of your thesis.

2.5.1. Quotations

Quotations in the thesis must be inserted between single inverted commas, with double inverted commas used for quotes within quotes, and a full reference to their source must be provided in the proper form.

Quotations longer than two lines must be presented as a double-indented, single-spaced paragraph with no further indentation of the first line. Such double-indented quotations must not use quotation marks. See examples below:

In People v. Tyler [*you should here add a footnote referring to your source*], an American case, Christiancy J. referred to vessels on the high seas as 'elongations of the territory of the nation under whose flag they sail'.

In R v. Anderson, Byles J. referred to a ship being 'like a floating island' and Blackburn J. said the following -



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... a ship on the high seas, carrying a national flag, is part of the territory of that nation whose flag she carries; and all persons on board her are to be considered as subject to the jurisdiction of the laws of that nation, as much so as if they had been on land within that territory. *[you should here add a footnote referring to your source]*

The use of ellipsis indicates where words or phrases have been omitted (*See above*). A reference to its source should always be given when a passage from another work is quoted or a point made or conclusion drawn by another writer is cited. Factual statements should also be supported by reference to an authoritative source of that information.

Use methods of citation as indicated in the section of Bibliography (below). Use capital letters for proper names and the main nouns, verbs and adjectives in the titles; give the page at which the work begins, before citing the number of the page relevant to the specific item cited.

2.5.2 Footnotes

You may need to use footnotes in your text for reference explanation or comment. Footnotes must be internally single spaced with double spacing between the notes. Endnotes must not be used.

2.5.3 Citation of Cases

Cases where there are two parties should be cited as follows:

Linnet Bay Shipping Co. v. Patraicos Gulf Shipping Co. S.A., [1984] 2 Lloyd's Rep. 598 (Comm. Ct.)

Barras v. Aberdeen Steam Trawling Co. (1933), 45 L.L.R. 199 (C.A.)

Cases which are identified by the name of a ship should be cited as follows:

The KAFIRISTAN, [1938] A.C. 136 (H.L.)

Use the method of citation and abbreviation specified in the particular law report which you are using as the source. Note in particular -

- (a) the underlining method;
- (b) capitalization of the name of a ship,
- (c) the use of parentheses or square brackets as required and the placement of the comma in each case;
- (d) the abbreviated reference in parenthesis to the court which handed down the decision.



2.5.4 Citation of Treaties

Give title of treaty; place where concluded (if possible); date when concluded (full date if possible); whether in force; number of ratifications (if ascertainable); name, number, year of report where text treaty can be found. For instance:

- (a) United Nations Convention on the Law of the Sea, Montego Bay, 10 December 1982; 150 ratifications (1982) XXI ILM, p. 1245.
- (b) International Convention for the Prevention of Pollution from Ships, London, 2 November 1973; as amended by Protocol, London, 1 June, 1978. In force 2 October 1983; 138 ratifications; N.D. (New Directions), IV, p. 1345 and X, p. 32.

2.6 Bibliography

The thesis must include a bibliography which should list all the works you have used in the preparation of your thesis, particularly all works you cite in the footnotes.

Method of Citation: It is important to maintain consistency in the citation of your sources.

- (a) The works should be listed alphabetically, under each appropriate heading; e.g. texts, articles, reports and conference proceedings. The surname of the author or first author or editor should be indicated first, followed by his or her name or initials.

- (i) Books: Give the name of the author; the full title of the work; name and place of publication and year of publication of the edition used. For example:

Brownlie, Ian; Principles of Public International Law, 6th Edition, Oxford University Press, Oxford, U.K., 2003.

- (ii) Articles: Give, in the following order: the name of the author and full title of the article; the number of the appropriate edition of the journal; the title of the journal; the relevant year (in parenthesis); and the page reference. For example:

Healy, Nicholas J. and Sweeney, Joseph C.; "The Starboard Hand Rule Under the 1972 Collision Regulations", Journal of Maritime Law and Commerce, Vol. 23, No. 2, (1992), p. 263.

- (iii) Reports: Give the full title; the name of the organisation concerned; the reference number, if any; place of publication and year thereof. For example:

Rochdale Report of the Committee of Enquiry into Shipping; Cmnd 4337, H.M.S.O., London, 1970.



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(iv) Papers given at Conferences: Name of author; title of paper, then “in”; name of editor (if any) of conference proceedings; title of conference; date thereof; page reference of paper. For example:

Mensah, Thomas A.; “The Electronic Chart International Legal Regime IMO/IHO”; in J.R. MacDougall and S.M. Acheson; (Eds.) Proceedings of International Conference on Maritime Law and the Electronic Chart; Ottawa, November 1990, p. 45.

3. Plagiarism

Plagiarism in the thesis constitutes grounds for failing a candidate. It is essential to acknowledge your sources. IMLI accepts no responsibility whatsoever for the contents of your thesis. When submitting your thesis, you must complete and sign a declaration provided by the Institute that the submitted work is your own and that the greater portion of the work has been done after your registration for the Degree.

4. Submission

Studies for the Degree shall extend over a period of not less than three and not more than five years. Not less than six (6) months before the intended date of submission, you must apply to the Institute for permission to present your thesis. This deadline is strictly enforced by the Institute.

Four (4) hard copies of the thesis should be prepared for official Institute’s purposes. These copies shall, on submission, be accompanied by a CD containing the thesis in electronic format and any other documents required by the IMLI Doctor of Philosophy Degree Programme Bye-Laws.

The four (4) hard copies shall be individually and reliably packed for onward transmission to the Board of Examiners. The candidate shall include (on the upper right corner of each package) the following information:

- (a) Name of sender;
- (b) Address;
- (c) Telephone number (including international code); and
- (d) Email address.

5. Assessment

The submitted thesis will be examined by a Board of Examiners appointed for the purpose by the Director in consultation with the Academic Committee. The Board of Examiners will consist of at least two (2) examiners, one of whom must be an external examiner.



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6. Award of the Degree

The Doctor of Philosophy (Ph.D.) Degree will be awarded to successful candidates at the Graduation Ceremony for the LL.M. programme following the successful defence of the thesis.

Where a candidate for the Degree does not satisfy the Board of Examiners that his thesis has reached the standard required for the award of the Degree, the Board of Examiners may recommend to the Institute the award of an LL.M. Degree, which will be awarded at the following Graduation Ceremony for the LL.M. programme.

Graduation ceremonies are held in May each year.