

Master's thesis Philosophy: procedure, requirements, assessment

A. Procedure for registration and defence

This document describes the registration procedure, assessment, and defence of the research master's thesis (= article + research proposal). The web forms for registering and submitting a thesis are available on the faculty's intranet.

1. At least one month before the intended submission date, the [thesis supervisor](#) requests the examination board to appoint a committee of examiners (CoE) [web form].
2. The [examination board](#) appoints the CoE, consisting of the 1st examiner (also chairperson), the 2nd examiner, and the permanent examiner. Generally, the 1st examiner will be the thesis supervisor. [STIP](#) creates Urkund assignments on Brightspace for the thesis. The 1st examiner informs the student about the CoE.
3. The [student](#) submits the thesis via Brightspace and notifies the thesis supervisor.
4. The [thesis supervisor](#) checks the thesis with Urkund. If plagiarism is suspected, this is reported to the examination board, and the procedure is suspended.
5. If the supervisor considers the thesis ready to be defended, it is submitted by the [supervisor](#). [web form]
6. After submission, all [examiners](#) complete the assessment form and submit their reports to the [permanent examiner](#).
7. If the thesis is judged unsatisfactory by one or several of the examiners, the supervisor requests the student to revise the thesis so as to meet the examiners' objections. The procedure is then resumed from step 3.
8. If the thesis is judged satisfactory by all examiners, the [1st examiner](#) informs the student, the [student](#) consults with the examiners to determine the date of the defence.
9. Once the mark has been determined, the defence takes place before the [1st](#) and at least one other examiner (normally the [2nd](#) examiner).
10. The [examiners](#) present at the defence assess the defence and complete the final assessment form.
13. The [1st examiner](#) forwards the final assessment form to the student and to the other examiners. The [permanent examiner](#) forwards all the forms and the thesis to STIP.

B. Formal requirements

1. PDF file, A4, minimum margins of 3.5 cm all around.
2. Common 12 point font with serif, such as Times, Palatino or Garamond.
3. Volume: 10,000-20,000 words, excluding bibliography.
4. Written in good, clear and grammatically correct Dutch or English, and understandable for philosophers in general.
5. Consistent references and a separate bibliography, both drafted in accordance with an accepted system.
6. Quotation of source texts or recognised translations.
7. A précis of no more than 120 words.
8. The title page must specify:
 - a. Title
 - b. Student's name
 - c. Student number
 - d. Supervisor's name
 - e. Number of words (excluding bibliography)
 - f. Date
 - g. The following text:

Thesis for obtaining a "Master of arts" degree in philosophy
Radboud University Nijmegen
9. Rear of title page:

I hereby declare and assure that I, [name student], have drafted this thesis independently, that no other sources and/or means other than those mentioned have been used and that the passages of which the text content or meaning originates in other works - including electronic media - have been identified and the sources clearly stated.

Place: ... date: ...

C. Assessment criteria and weighting

- **Subject and research question (20%)**

How is the subject defined? Is the research question clear and precise? Has the relevance of the research question been properly substantiated?
- **Structure (20%)**

Is there a clear structure? Is there a clear link between the introduction, body and conclusion? Has the thesis been adequately divided into sections?
- **Style and presentation (20%)**

Are the sentences clear and well-formulated? Is the writing style appropriate for the target group? Are the quotes embedded properly in the text? Is there correct use of secondary literature?
- **Quality argumentation (40%)**

Are the views of the authors presented adequately and correctly? Are the terms explained clearly and used consistently? Are the arguments presented clearly and convincingly? Is there a critical distance from the authors discussed?

90% of the final grade is determined by the thesis grade and 10% by the defence.