

APPROVED
by Rīga Stradiņš University
Vice-Rector for Science
decree No 6-DN-30/2/2022,
as of 13.12.2022

Rīga Stradiņš University
Rules for Technical Design of Doctoral Thesis to be Submitted to the
Promotion Council

Issued in compliance with
sub-paragraph 4.2 of
Rīga Stradiņš University
Regulations on the Activities of the Promotion Councils and
the Procedure of Promotion

1 General Provisions

- 1.1 Rules for Technical Design of Doctoral Thesis to be Submitted to the Promotion Council of Rīga Stradiņš University (hereinafter – the Rules) shall prescribe the general technical design requirements for doctoral theses to be submitted to all Promotion Councils of Rīga Stradiņš University (hereinafter – RSU), as well as examples of doctoral theses.
- 1.2 The Rules shall be binding on the authors of the doctoral theses (hereinafter – candidates), who are writing and planning to submit their doctoral theses for defence to RSU Promotion Council for obtaining the scientific doctoral degree “Doctor of Science (*PhD*)”
- 1.3 The special rules for the technical design of the doctoral thesis to be submitted to the Promotion Council shall be drawn up by the Head of the sub-programme upon the instruction of the Vice-Rector for Science in conformity with the traditions established in the relevant sector or sub-sector of science; and they shall be approved by a decree of the Vice-Rector for Science.
- 1.4 The doctoral thesis may be:
 - 1.4.1 A dissertation;
 - 1.4.2 A thematically uniform set of scientific publications (hereinafter – the set of publications);
 - 1.4.3 A monograph.
- 1.5 The editor of RSU Department of Doctoral Studies shall check the design of the doctoral thesis and in case of non-compliance with these Rules and special rules (if any) the editor of RSU Department of Doctoral Studies shall return the doctoral thesis to the candidate for re-formatting to ensure compliance with the Rules. RSU Promotion Council may postpone the meeting of the Promotion Council until the candidate has submitted the doctoral thesis designed in accordance with the requirements of the current Rules.

2 General rules for design of doctoral thesis

- 2.1 The doctoral thesis and its summaries (in Latvian and English) shall be written in accordance with the scientific writing style. The doctoral thesis and its summaries must be drawn up in accordance with the generally accepted formatting requirements for scientific reports, journals and collections of articles, paying equal attention to the formatting of text, tables, figures, formulas, and list of bibliographic sources.
- 2.2 In preparing the doctoral thesis for assessment and publication, the candidate shall observe and comply with the rules for the formatting of the text in Latvian as published in the European Union Interinstitutional Style Guide (<https://op.europa.eu/lv/publication-detail/-/publication/e774ea2a-ef84-4bf6-be92-c9ebeb91c1b>)
- 2.3 Electronic versions of dissertations or sets of publications (in Latvian or English; full text, including annexes and the graphical part of the thesis) and its summaries (separately in Latvian and English) shall be created as separate *PDF* and *Word* files and submitted to the Department of Doctoral Studies.
- 2.4 When writing the doctoral thesis in English, the language of the document should be set to *English* (United Kingdom). Where the text is in Latvian, for example in footnotes, the Latvian language should be set.
- 2.5 The requirements for a dissertation and a set of publications set out in these Rules shall be followed as far as possible in the preparation of the monograph.

3 Structure of dissertation text

- 3.1 **Length** The recommended length of the dissertation shall be up to 150 pages, excluding the bibliography used and annexes.
- 3.2 The structure of the doctoral thesis:
 - 3.2.1 Title page (Annex 1, template on RSU website: [Template for the doctoral thesis \(in Latvian\)](#));
 - 3.2.2 Abstract in Latvian (including keywords, including those indicating interdisciplinarity, if any);
 - 3.2.3 Abstract in English (including translation of the title of the thesis and keywords, including those indicating interdisciplinarity, if any);
 - 3.2.4 Table of contents (Annex 2);
 - 3.2.5 Explanation of the abbreviations used in the doctoral thesis, arranged in alphabetical order;
 - 3.2.6 Introduction (Annex 4);
 - 3.2.7 Subsequent sections of the doctoral thesis (chapters, sub-chapters) (Annex 5);
 - 3.2.8 Results;
 - 3.2.9 Discussion;
 - 3.2.10 Conclusions;
 - 3.2.11 Proposals;
 - 3.2.12 List of publications, reports and patents on the topic of the dissertation, in accordance with the recommendations of RSU “Methodological Guidelines for Citing References and Compiling Bibliography” (https://www.rsu.lv/sites/default/files/imce/Dokumenti/Biblioteka/izmantoto_avotu_un_literaturas_saraksta_noformesanas_metodiskie_noradijumi_2017.pdf),

as well as in accordance with the requirements for publication (in the order indicated):

- 3.2.12.1 Scientific publications in journals included in international databases (*Web of Science*, *SCOPUS*, *ERIH PLUS*);
- 3.2.12.2 Scientific articles in peer-reviewed journals in Latvia;
- 3.2.12.3 Scientific articles in relevant peer-reviewed journals published abroad;
- 3.2.12.4 Presentation at an international scientific conference with an oral report or abstract not included in the databases referred to in paragraph 3.2.10.1;
- 3.2.12.5 Presentation at a local scientific conference with an oral report or abstract not included in the databases referred to in paragraph 3.2.10.1;
- 3.2.12.6 Patents from the European Patent Office (*EPO*), the United States Patent and Trademark Office (*USPTO*), the Japan Patent Office (*JPO*) and the Eurasian Patent Organisation (*EAPO*);
- 3.2.12.7 Patents registered with the Patent Office of Latvia.
- 3.2.13 Bibliography.
- 3.2.14 Acknowledgements (if any).
- 3.2.15 Annexes (if any).

4 Structure of text of set of publications

4.1 **Length** The length of the set of publications depends on the length of publications attached in annexes.

4.2 **Guidelines for the structure of the thesis:**

- 4.2.1 Title page (Annex 1, template on RSU website: [Template for the set of publications](#));
- 4.2.2 Abstract in Latvian (including keywords of the topic, including those indicating interdisciplinarity, if any);
- 4.2.3 Abstract in English (including translation of the title of the thesis and keywords, including those indicating interdisciplinarity, if any);
- 4.2.4 Table of contents (Annex 3);
- 4.2.5 Explanation of the abbreviations used in the work;
- 4.2.6 Introduction (Annex 4);
- 4.2.7 Materials;
- 4.2.8 Methods;
- 4.2.9 Statistical analysis;
- 4.2.10 Results;
- 4.2.11 Discussion;
- 4.2.12 Conclusions;
- 4.2.13 Proposals;
- 4.2.14 Publications and reports on topics of doctoral thesis;
- 4.2.15 Bibliography;
- 4.2.16 Acknowledgements (if any);
- 4.2.17 Annexes:
 - 4.2.17.1 First publication;
 - 4.2.17.2 Second publication;
 - 4.2.17.3 Third publication, etc.

5 Technical design of dissertation and set of publications

5.1 **Format:** A4 (210 mm × 297 mm).

5.2 **Page layout** (the so-called page “mirror”):

5.2.1 Margins: 2.0 cm at the top and bottom (including a centred page number in the lower area (*11 pt, Regular*)); 2.5 cm on the right side and 2.5 cm on the left side;

5.2.2 Automatic pagination. The Title page and the first page of annexes shall not be numbered but shall be counted in the total number of pages.

5.3 **Style of typeface:** black *Times New Roman* for the entire work.

5.4 **Font size and line spacing:**

5.4.1 The body text: 12 *pt, Regular* style, line spacing - 1.5 lines; text alignment: *Justify, First Line Indent: 1.25 cm*;

5.4.2 Heading of the Table of contents (**Table of Contents**): 14 *pt, Bold*. Font size of the text in the Table of contents: 12 *pt* (as for the body text), line spacing (interval): single line spacing (*Single*). Chapter blocks shall be separated from each other by a space of 6 *pt*;

5.4.3 1st level headings of the hierarchical structure (Chapter headings): 14 *pt, Bold*, centred; line spacing (interval): single line spacing (*Single*);

5.4.4 2nd, 3rd and lower level headings of the hierarchical structure (Sub-chapter headings): 12 *pt, Bold*; aligned to the left margin without indentation; line spacing (interval): single line spacing (*Single*);

5.4.5 Letters, numbers and symbols in formulae: 12 *pt*;

5.4.6 Table and figure number: 11 *pt, Regular*;

5.4.7 Heading of a table and caption to a figure: 11 *pt, Bold*, with a *Single* line spacing. A space of 6 *pt* must be left between the heading and the table itself and between the figure and the figure caption;

5.4.8 The text and numbers in tables and illustrations (charts, diagrams, figures): 11 *pt Regular*, with a *Single* line spacing;

5.4.9 Text in footnotes and explanatory text below tables and captions to figures: 10 *pt Regular*, with a *Single* line spacing;

5.4.10 Text for literature sources and other bibliography lists: 11 *pt* with a *Single* line spacing, separating one entry from the other by a 6 *pt* space.

5.5 **Title page** Information to be included on the Title Page (Annex 1):

5.5.1 **In Latvian:**

5.5.1.1 Rīgas Stradiņa universitātes logo (LV horizontālā versija);

5.5.1.2 Darba autora Vārds Uzvārds;

5.5.1.3 Pētnieka identifikators (ORCID Nr.);

5.5.1.4 Darba nosaukums;

5.5.1.5 Promocijas darbs zinātnes doktora grāda (*Ph. D.*) iegūšanai;

5.5.1.6 Nozaru grupa (saskaņā ar Ministru kabineta 2022. gada 27. septembra noteikumiem Nr. 595 “Noteikumi par Latvijas zinātnes nozaru grupām, zinātnes nozarēm un apakšnozarēm”) – [nosaukums nominatīvā];

5.5.1.7 Nozare (saskaņā ar Ministru kabineta 2022. gada 27. septembra noteikumiem Nr. 595 “Noteikumi par Latvijas zinātnes nozaru grupām, zinātnes nozarēm un apakšnozarēm”) – [nosaukums nominatīvā];

5.5.1.8 Apakšnozare (saskaņā ar Ministru kabineta 2022. gada 27. septembra noteikumiem Nr. 595 “Noteikumi par Latvijas zinātnes nozaru grupām, zinātnes nozarēm un apakšnozarēm”) – [nosaukums nominatīvā];

- 5.5.1.9 Promocijas darba vadītājs(-a) – [*Piešķirtais zin. grāds*] [akadēmiskais amats] [Vārds Uzvārds], [Institūcija];
- 5.5.1.10 Ja ir: Zinātniskais(-ā) konsultants(-e) – [*Piešķirtais zin. grāds, ja ir*] [akadēmiskais amats, ja ir] [Vārds Uzvārds], [Institūcija, ja ir];
- 5.5.1.11 Ja ir: [Informācija par līdzdalību ES vai citos projektos, projekta finansiālu atbalstu, ES vai attiecīgā projekta logo (kārtība – vispirms logo, tad informatīvais apraksts)];
- 5.5.1.12 Rīga, [gads].

5.5.2 **In English** (template on RSU website: [Template for the doctoral thesis \(in English\)](#)):

- 5.5.2.1 Rīga Stradiņš University logo (ENG horizontal version);
- 5.5.2.2 [Name Surname of the author of the thesis];
- 5.5.2.3 Researcher’s identifier (ORCID iD No);
- 5.5.2.4 [Title of the thesis] the content words shall be capitalised;
- 5.5.2.5 Doctoral Thesis for obtaining the scientific degree (*PhD*);
- 5.5.2.6 Sector Group - [...];
- 5.5.2.7 Sector – [...];
- 5.5.2.8 Sub-Sector – [...];
- 5.5.2.9 Supervisor of the Doctoral Thesis: [*Assigned academic degree*] [academic position] [Name Surname], [Institution];
- 5.5.2.10 If applicable: Scientific Advisor - [*Assigned academic degree, if any*][academic position, if any] [Name Surname], [Institution, if any];
- 5.5.2.11 If applicable: [Information on participation in the EU or other projects, financial support for the project, the logo of the EU or the relevant project (order: first the logo, then informative description)];
- 5.5.2.12 Riga, [year].

5.6 **Table of Contents** (Annex 2) for the dissertation; Annex 3 for the set of publications):

- 5.6.1 The table of contents shall contain the headings of the parts of the thesis (chapters and sub-chapters) and the page numbers on which they appear. The title and location page of the table of contents itself shall not be included.
- 5.6.2 The automatic paragraph styles (*Style*) for headings and the content creation tool in *Word* (*Table of Contents*) shall be used to create the table of contents, because then it is technically easier to change the number of chapters, insert pages and change page numbers during the restructuring process of the doctoral thesis.

5.7 **Chapters and Sub-chapters** (Annex 5):

- 5.7.1 Full stops shall not be used at the end of headings, and the headings do not need to be underlined;
- 5.7.2 It is recommended to divide the text into chapters and sub-chapters up to a maximum of the third level of hierarchical structure, following their numbering sequence, using Arabic numerals (1, 1.1, 1.1.1). Starting from the fourth-level on, the headings shall not be numbered and shall not be included in the table of contents;
- 5.7.3 Section headings “Abstract”, “Table of Contents”, “Abbreviations”, “Introduction”, “Conclusions and Proposals”, “Publications and Reports on the Topic of the Doctoral Thesis”, “Bibliography”, “Acknowledgements”, “Annexes” do not have to be numbered;

- 5.7.4 Chapter headings and sub-headings do not have to be written on separate pages, but together with the text. The section heading “Annexes” should be on a new separate page;
- 5.7.5 Chapters and their headings (1st level of hierarchical structure) shall start on a new page.
- 5.7.6 Headings for sub-chapters and further subdivisions (e.g. 1.2 and 1.2.1) need not start on a new page if at least 3 lines of text can be entered under the sub-chapter heading at the bottom of the page;
- 5.7.7 If it is necessary to create further hierarchical structure headings beyond level 3, they should also be highlighted in comparison with the letters of the body text, for example, in *Bold* or *Italic*;
- 5.7.8 There should be spacing equivalent to one line of the body text between headings, sub-headings and the text and between the text and the following sub-chapter heading;
- 5.7.9 In English, the numbering of chapters and sub-chapters, tables and figures shall not include a full stop after the only or the last digit.
- 5.8 **Explanation of the abbreviations used in the doctoral thesis**, if necessary, should be inserted after the table of contents on a new separate page.
- 5.9 **All words and compounds** in the text should be used in full form with appropriate endings to show clearly the relationship between words. If any abbreviations are used, they must comply with the generally accepted spelling rules of the official language.
- 5.10 **Text highlights.** When creating highlights in the text, it is not recommended to use more than 3 different ways of highlighting the text (letters of different sizes, letters in *Bold*, *Italic*) within a single work. Do not use underscores and spacing to highlight the text.
- 5.11 **The letters of the Greek alphabet** shall be written in light (*Regular*) type (without bold and italics).
- 5.12 **Arithmetic function symbols** (such as “=”, “<”, “>”, “+”, “-”, “±”, “≤”, “≥”, “≠”, etc.) shall be separated on both sides of the text by a space (one blank character), to make it easier to understand the information. It is recommended to connect these symbols with the numerical value of the quantity using a non-breaking space to avoid splitting the numerical value and the corresponding symbol into two lines.
- 5.13 **Placement of tables, figures and formulae:**
- 5.13.1 Shall be placed in the text after the first reference to them;
- 5.13.2 If the information contained in a table or figure, as well as the formula written in the text, is borrowed, this should be indicated in the reference to the relevant data source. The reference should appear in the heading of the table or immediately below it, next to the figure heading or in the reference/explanation of the relevant formula (Annex 5);
- 5.13.3 Table headings and texts, figure captions and explanatory notes shall be written with a *Single* line spacing.
- 5.14 **Tables** (Annex 6):
- 5.14.1 Tables shall be numbered in Arabic numerals in ascending order within each chapter, using double numbering (chapter number and the numerical order of the table, for example, Table 6.1);
- 5.14.2 When inserting a table, a space equivalent to one line of the body text must be left above and below the table "block" (table number + heading + table +

- explanatory notes) to the body text or to the heading of the following sub-chapter or other "block" of the table or figure;
- 5.14.3 The table heading must be in bold, horizontally centred. There shall be no full stop at the end of the heading;
 - 5.14.4 The table number (for example, Table 1.1) shall be aligned right above the table heading;
 - 5.14.5 The table heading should be brief, specific and clearly understandable, and should state the subject and content of the table;
 - 5.14.6 The width of the table must not exceed the vertical side limits of the body text (the so-called "mirror" of the page); if narrower, the table shall be centred horizontally at the width of the "mirror";
 - 5.14.7 Tables with fewer than three rows and columns should not be created. The thickness of the table gridlines shall be $\frac{1}{2}$ pt; no background shading shall be used;
 - 5.14.8 Column headings of the table shall be centred and in bold; but row headings (usually in the first column) shall be aligned to the left margin;
 - 5.14.9 The first word in table columns shall be capitalised, those in sub-columns shall be lowercase;
 - 5.14.10 Diagonal lines shall not be allowed in the table;
 - 5.14.11 All cells in the table must be filled in;
 - 5.14.12 The following general principles shall be observed when including numerical figures in a table:
 - 5.14.12.1 The precision of the numerical information must be the same throughout the table; a comma (10,25) is used as a decimal separator in Latvian, a point – in English (10.25);
 - 5.14.12.2 Decimal numbers shall be given to two decimal places after a comma (or a decimal point), except for the probability p , which may be given to 3 decimal places after a comma (or a point).
 - 5.14.13 If the table exceeds one page, it should be continued on the following page(-s) without the table heading but with the right aligned reference "Table # continued" or "Table # conclusion". After breaking the table, on the bottom of the page it should be indicated: "Continued on next page". The column headings of the table must be repeated on each page.
- 5.15 **Explanatory notes below the table** should be formatted as follows: space from the table: 6 pt, aligned to the left margin:
- 5.15.1 First the information relating to the whole table;
 - 5.15.2 Then the information relating to individual parts of the table;
 - 5.15.3 Finally, an explanation of the level of statistical significance.
- 5.16 **Figure** (Annex 6). All illustrations – drawings, charts, diagrams, graphs, scans, photographs, etc. are figures:
- 5.16.1 Figures shall be numbered in Arabic numerals in ascending order within the chapter, using double numbering (chapter number and the numerical order of the figure, for example, Figure 6.1);
 - 5.16.2 When inserting a figure, a space equivalent to one line of the body text must be left above and below the figure "block" (figure + figure caption + explanatory notes) to the body text or to the heading of the following sub-chapter or other "block" of the figure or table;
 - 5.16.3 The width and height of the figure (together with the figure caption and explanatory notes below it) must not exceed the boundaries of the body text (the

- so-called “mirror” of the page); if the figure is narrower than a “mirror”, it shall be centred horizontally at the width of the body text; the figure caption (and the notes below it) shall be centred at the width of the figure;
- 5.16.4 Each figure shall be given an appropriate heading, the figure caption, which is written below the figure on the same line as the number of the figure (for example, Figure 2.3 **Heart valve**);
- 5.16.5 The caption below the figure shall be centred horizontally, preferably across the width of the figure;
- 5.16.6 Graphs and diagrams to be included in the doctoral thesis should preferably be drawn up in black and white. Background shading and the enclosing frame thereof shall not be used. Legends should be avoided on the figures and replaced by abbreviations, numbers and symbols, deciphered in the explanatory notes below the figure caption. Titles shall be assigned to the value axes. The thickness of diagram/graph gridlines shall be made at $\frac{1}{2}$ pt. It is recommended that diagrams/graphs are inserted in the thesis in an editable format with available data fields (*Edit Data*).
- 5.17 **Formulas** (Annex 5):
- 5.17.1 Formulas shall be centred horizontally in the middle of the width of the body text;
- 5.17.2 If there is more than one formula, they shall be numbered. The numbering may be common throughout the thesis, or may be separate by chapter (e.g. 3.1), if there are many formulae. Sequential numbers shall be written in parentheses opposite the formula on the right-hand side of the page;
- 5.17.3 Decoding of the symbols used in the formula shall be written below the formula (each on its own line);
- 5.17.4 A space equivalent to one line of the body text shall be left above and below the formula or formula “block” (formula on a separate line + explanation of symbols);
- 5.17.5 The equation/formula creation program *Equation Editor* or other software shall be used to create formulae;
- 5.17.6 The units of measurement of the quantities included in the formulae shall be written after their names or numerical values.
- 5.18 **Units of measurement**, their derivatives and notations shall be used and written down in accordance with the Cabinet Regulations No 1186 of 29 October 2013 “Regulations of the Units of Measurement” (<https://m.likumi.lv/doc.php?id=261495>). Abbreviated notations of measurement units (e.g. mg) shall be used after the numerical values of the quantity, in column headings of tables and in the explanations to formulae. It is recommended to connect them to the numerical value of the quantity using a non-breaking space to avoid splitting the numerical value and the unit of measurement into two lines. A full stop shall not be used after the abbreviated notations of measurement units.
- 5.19 **References in the text and bibliography** (Annex 7), as well as **the list of publications, reports and patents on the topic of the doctoral thesis** shall be formatted in accordance with RSU recommendations “Methodological Guidelines for Citing References and Compiling Bibliography”. (https://www.rsu.lv/sites/default/files/imce/Dokumenti/Biblioteka/izmantoto_avotu_un_literaturas_saraksta_noformesanas_metodiskie_noradijumi_2017.pdf), as well as in accordance with the specific nature of the relevant sector and the hierarchy of sources.

5.20 **Annexes to the dissertation.** Annexes, which are evaluated in the main body of the thesis, may be attached:

5.20.1 Annexes shall be separated from the rest of the work by a separate page bearing the title Annexes (this page shall not be numbered, but shall be included in the overall numbering; subsequent pages shall be numbered);

5.20.2 Materials in an annex shall be numbered in the top right-hand corner (right-aligned) in Arabic numerals (e.g. Annex 1) – font size 11 *pt*, light (*Regular*). The title of each annex shall be written below the number, centred on the “mirror” width of the text on the page – font size 11 *pt*, in *Bold*;

5.20.3 The title of the annex shall be placed in such a way that the title is fully legible even after the page has been folded (if the page of the annex is larger than A4);

5.20.4 Annexes must contain the source references, unless the annex is created by the author himself/herself.

5.21 **Annexes to the set of publications.** Each publication shall be a separate annex.

6 Design of summary of dissertation and set of publications

6.1 **Length.** The recommended length of the summary of the dissertation shall be up to 50 pages, excluding the bibliography used and annexes.

6.2 **The structure of the thesis:**

6.2.1 Title page (see Annex 8, template on RSU website: [Template for the summary of the doctoral thesis \(in Latvian\)](#));

6.2.2 Table of contents;

6.2.3 Explanation of the abbreviations used in the thesis;

6.2.4 Introduction (see Annex 4);

6.2.5 Subsequent sections of the thesis;

6.2.6 Conclusions;

6.2.7 Proposals;

6.2.8 List of publications, reports and patents on the topic area of the doctoral thesis (in the order specified):

6.2.8.1 Scientific publications in journals included in international databases (*Web of Science*, *SCOPUS*, *ERIH PLUS*);

6.2.8.2 Scientific articles in peer-reviewed journals in Latvia;

6.2.8.3 Scientific articles published in peer-reviewed journals abroad;

6.2.8.4 Presentation at an international scientific conference with an oral report or abstract not included in the databases referred to in paragraph 6.2.8.1;

6.2.8.5 Presentation at a local scientific conference with an oral report or abstract not included in the databases referred to in paragraph 6.2.8.1;

6.2.8.6 Patents from the European Patent Office (EPO), the United States Patent and Trademark Office (USPTO), the Japan Patent Office (JPO) and the Eurasian Patent Organisation (EAPO);

6.2.8.7 Patents registered with the Patent Office of Latvia;

6.2.9 Bibliography.

6.2.10 Acknowledgements (if any).

6.2.11 Annexes (if any).

6.3 **Technical design.** The principles of the design of the summary are analogous to the design of the dissertation and the set of publications (Annex 5), with the following exceptions.

6.4 **Format:** A5 (148 mm × 210 mm).

6.5 Page layout:

- 6.5.1 The pages must have *Mirror margins*. Margins: 1.5 cm at the top and 2.0 cm at the bottom (including a centred page number in the lower area (10 *pt*, *Regular*)); 2.0 cm on the inside edge and 1.5 cm on the outside edge;
- 6.5.2 Automatic pagination. The title page and the accompanying data page of the summary shall not be numbered, but shall be included in the total number of pages.

6.6 Font size and line spacing:

- 6.6.1 The body text: 10 *pt*, *Regular* style, line spacing – 1.5 lines; text alignment: *Justify*, *First Line Indent*: 1 cm (10 mm).
- 6.6.2 Font size of the text in the table of contents: 10 *pt* (as for the body text), line spacing (interval): single line spacing (*Single*).
- 6.6.3 1st level headings (chapter headings) of the hierarchical structure: 12 *pt*, (*Bold*).
- 6.6.4 2nd and 3rd level headings (sub-chapter headings) of the hierarchical structure: 11 *pt*, (*Bold*).
- 6.6.5 Numbers of tables and figures: 10 *pt*.
- 6.6.6 Headings of tables and captions to figures: 10 *pt*, (*Bold*).
- 6.6.7 Text in tables, figures, footnotes, explanations below figures and tables: 9 *pt* (*Regular*).
- 6.6.8 Sources of literature and bibliography lists: 9 *pt* with a *Single* line spacing, but with 6 *pt* spacing between the entries.

6.7 Information to be included on the **Title Page of the Summary** (Annex 8):

6.7.1 In Latvian

- 6.7.1.1 Rīgas Stradiņa universitātes logo (LV horizontālā versija);
- 6.7.1.2 [Darba autora Vārds Uzvārds];
- 6.7.1.3 Pētnieka identifikators (ORCID Nr.);
- 6.7.1.4 [Darba nosaukums];
- 6.7.1.5 Promocijas darba kopsavilkums zinātnes doktora grāda (*Ph. D.*) iegūšanai;
- 6.7.1.6 Nozaru grupa (saskaņā ar Ministru kabineta 2022. gada 27. septembra noteikumiem Nr. 595 “Noteikumi par Latvijas zinātnes nozaru grupām, zinātnes nozarēm un apakšnozarēm”) – [nosaukums nominatīvā]
- 6.7.1.7 Nozare (saskaņā ar Ministru kabineta 2022. gada 27. septembra noteikumiem Nr. 595 “Noteikumi par Latvijas zinātnes nozaru grupām, zinātnes nozarēm un apakšnozarēm”) – [nosaukums nominatīvā];
- 6.7.1.8 Apakšnozare (saskaņā ar Ministru kabineta 2022. gada 27. septembra noteikumiem Nr. 595 “Noteikumi par Latvijas zinātnes nozaru grupām, zinātnes nozarēm un apakšnozarēm”) – [nosaukums nominatīvā];
- 6.7.1.9 Rīga, [gads].

6.7.2 In English (template on RSU website: [Template for the summary of the doctoral thesis \(in English\)](#)):

- 6.7.2.1 Rīga Stradiņš University logo (ENG horizontal version);
- 6.7.2.2 [Name Surname of the author of the thesis];
- 6.7.2.3 Researcher’s identifier (ORCID iD No);
- 6.7.2.4 [Title of the Thesis (all content words should be capitalised)];
- 6.7.2.5 Summary of the Doctoral Thesis for obtaining the scientific degree (*PhD*);
- 6.7.2.6 Sector Group – [...];
- 6.7.2.7 Sector – [...];
- 6.7.2.8 Sub-Sector – [...];

6.7.2.9 Rīga, [year].

6.8 Information to be included **on the data page of the Summary** (Annex 9)

6.8.1 **In Latvian:**

- 6.8.1.1 Promocijas darbs izstrādāts [Institūcijas (strukturvienības), partnerinstitūcijas, ja ir, nosaukums lokatīvā];
- 6.8.1.2 Promocijas darba vadītājs(-a): [*Piešķirtais zin. grāds*] [akadēmiskais amats] [Vārds Uzvārds], [Institūcija];
- 6.8.1.3 Ja ir: Zinātniskais(-ā) konsultants(-e): [*Piešķirtais zin. grāds, ja ir*] [akadēmiskais amats, ja ir] [Vārds Uzvārds], [Institūcija, ja ir];
- 6.8.1.4 Oficiālie recenzenti: [*Piešķirtais zin. grāds*] [akadēmiskais amats] [Vārds Uzvārds], [Institūcija];
- 6.8.1.5 Promocijas darbs tiks aizstāvēts [Nozare] promocijas padomes atklātā sēdē [gads un datums] [plkst.] [vieta];
- 6.8.1.6 Ar promocijas darbu var iepazīties RSU bibliotēkā un RSU tīmekļa vietnē: <https://www.rsu.lv/promocijas-darbi>;
- 6.8.1.7 Ja ir: [Informācija par līdzdalību ES vai citos projektos, projekta finansiālu atbalstu, ES vai attiecīgā projekta logo (kārtība – vispirms logo, tad informatīvais apraksts)];
- 6.8.1.8 Promocijas padomes sekretārs: [*Piešķirtais zin. grāds*] [akadēmiskais amats] [Vārds Uzvārds].

6.8.2 **In English:**

- 6.8.2.1 The Doctoral Thesis was developed at [institution (structural unit), partner institution, if any], content words shall be capitalised in the headings of the institutions;
- 6.8.2.2 Supervisor of the Doctoral Thesis: [*Assigned academic degree*] [academic position] [Name Surname], [Institution];
- 6.8.2.3 If applicable: Scientific Advisor: [*Assigned academic degree, if any*] [academic position, if any] [Name Surname], [Institution, if any];
- 6.8.2.4 Official Reviewers: [*Assigned academic degree*] [academic position] [Name Surname], [Institution];
- 6.8.2.5 Defence of the Doctoral Thesis will take place at the public session of the Promotion Council of [Sector] in [place] on [date and year] at [time];
- 6.8.2.6 The Doctoral Thesis is available in RSU library and on RSU website: <https://www.rsu.lv/doctoral> theses;
- 6.8.2.7 If applicable: [Information on participation in the EU or other projects, financial support for the project, the logo of the EU or the relevant project (order: first the logo, then informative description)];
- 6.8.2.8 Secretary of the Promotion Council: [*Assigned academic degree*] [academic position] [Name Surname].

7 Final provisions

7.1 If the requirements of these Rules do not comply with the requirements of external laws and regulations or the requirements of internal laws and regulations of higher power, the requirements of external laws and regulations or the requirements of internal laws and regulations of higher power shall apply.

Annex 1. Title Page of Doctoral Thesis (sample).

Annex 2. Table of Contents of Doctoral Thesis (Dissertation) (sample).

Annex 3. Table of Contents of Doctoral Thesis (Set of Publications) (sample).

Annex 4. Introduction to Doctoral Thesis (Dissertation and Set of Publications) (sample).

Annex 5. Text, Headings and Formulae of Doctoral Thesis (sample).

Annex 6. Table and Figure of Doctoral Thesis (sample).

Annex 7. Bibliography of Doctoral Thesis (sample).

Annex 8. Title Page of Summary of Doctoral Thesis (sample).

Annex 9. Data Page of Summary of Doctoral Thesis (sample).

Vice-Rector for Science

A.Kiopa

L.Stepanova, 67409290
Laura.Stepanova@rsu.lv

THE DOCUMENT IS SIGNED WITH A SECURE ELECTRONIC SIGNATURE AND
CONTAINS A TIME STAMP

Title Page of Doctoral Thesis (sample)



[Name Surname of the Author of the Thesis]

ORCID [No]

[Title of the Doctoral Thesis]

Doctoral Thesis for obtaining the scientific degree
“Doctor of Science (*PhD*)”

Sector Group – [...]

Sector – [...]

Sub-Sector – [...]

Supervisor(-s) of the Doctoral Thesis:

[Assigned academic degree] [academic position] [**Name Surname**],
[Institution]

Scientific Advisor(-s):

[Assigned academic degree] [academic position] [**Name Surname**],
[Institution]

[Information on participation in the EU or other projects, financial support for the project, the logo of the EU or the relevant project (order: first the logo, then informative description)];

Rīga, [year]

Annex 2
to Rīga Stradiņš University
Rules for Technical Design of Doctoral Thesis
to be Submitted to the Promotion Council

Table of Contents of Doctoral Thesis (Dissertation)
(sample)

Table of Contents	
Abstract	X
Anotācija	X
Abbreviations used in the Thesis.....	X
Introduction.....	X
Aim of the Thesis.....	X
Objectives of the Thesis.....	X
Hypotheses if the Thesis	X
Novelty of the Thesis	X
1 Chapter.....	XX
1.1 Subchapter.....	XX
1.2 Subchapter.....	XX
2 Chapter.....	XX
2.1 Subchapter.....	XX
2.1.1 Numbered title of lower subchapter.....	XX
2.1.2 Numbered title of lower subchapter.....	XX
Results	XX
Discussion	XX
Conclusions.....	XX
Proposals	XXX
Publications and reports on topics of doctoral thesis.....	XXX
Bibliography.....	XXX
Acknowledgments (if any).....	XXX
Annexes (if any).....	XXX
Annex 1	XXX
Annex 2.....	XXX

x

Annex 3
Rīga Stradiņš University
Rules for Technical Design of Doctoral Thesis
to be Submitted to the Promotion Council

Table of Contents of Doctoral Thesis (Set of Publications)
(sample).

Table of Contents	
Abstract	X
Anotācija	X
Abbreviations used in the Thesis.....	X
Introduction	X
Aim of the Thesis.....	X
Objectives of the Thesis.....	X
Hypotheses if the Thesis	X
Novelty of the Thesis	X
1 Materials.....	XX
2 Methods.....	XX
3 Statistical Analysis	XX
4 Results	XX
5 Discussion	XX
Conclusions	XX
Proposals	XXX
Publications and reports on topics of doctoral thesis.....	XXX
Bibliography	XXX
Acknowledgments (if any).....	XXX
Annexes	XXX
Annex 1. First publication	XXX
Annex 2. Second publication	XXX
Annex 3. Third publication	XXX
Annex 4. Fourth publication	XXX

x

Introduction to Doctoral Thesis (Dissertation and Set of Publications) (sample).

Introduction (1st level of headings, chapter headings)

Body text.

Aim of the thesis

Body text

Objectives of the thesis

The following objectives are set to reach the aim of the doctoral thesis:

1. Summarise ...
2. Conduct ...
3. Evaluate ...
4. Explore and assess ...

Hypothesis of the thesis

- First hypothesis.
- Second hypothesis.

Novelty of the thesis

Ulparia sit quos arum quibus a dolecteu? Equis poritae esciatque rem. Atur sam exeriti buscid exped quiasit iuntiatem et, sincot conecepre qui beaguae. Unda venesti bearum ilignist la sit, si sapiend itaetem dition re nimusam nimusae verati cor alici recab ium volum rero dolupti onsequias illorrumquis ut iur aut isquid que nam, office tem ipitaquiam, quo voluptatem velenditaqui doluptae debis resend iorepta in reratquiatis eumque re lam, cone plabo. Leniscium quatia pra nat.¹

¹ Footnote.

Text, Headings and Formulas of Doctoral Thesis (sample).

1 Chapter title (1st level heading) 14 pt Bold

1.1 Subchapter title (2nd level heading) (12 pt Bold)

1.1.1 Numbered title of lower subchapter (3rd level heading) (12 pt Bold)

Subordinate heading without numbering (4th level heading) (12 pt Bold) – not to be included in the Table of Contents

Ebis nobit quaerum elluptiam recupta volorenia dolest lia dis sum et eum que porporem conecum volenim quam fugitas mincimusciti tectur as qui sime od et que voloremosam eat everi nos incimolorum quiae pore voloriatem que quisto quiatia nihit, quae voluptas exceptatenis voluptatur aspicit et adiciam restini mentenest.

$$A + B = N \qquad (1.1)$$

A – first value

B – second value

N – number

Cae voloruptur asinctiis rest esed que plit parum vellorem quo et mod quidend antionsequos dolorror santusd antur, cullam si berferum dusaeratus.²

Am, quam quia nim que officium re, untion presciam hit, sum harum nissus dolo conseni enihiliquis etus doluptatur magnimet mi, volenim perition conet faccus, sit officidis eosa digni ipsumet aruptae id quaspid ignissecume ent, et et, expel est moloria int laborecae escim quod quia saesequi ventiat urerem adit hilitasit re re, quo iunt millaudit accaectiunda quo que volores sintecest, conest doloribus, omniscimet:

- 1) ipsumet aruptae id quaspid ignissecume ent, et et, expel est moloria int laborecae escim;
- 2) quod quia saesequi ventiat urerem adit hilitasit re re, quo iunt millaudit accaectiunda quo;
- 3) volores sintecest, conest doloribus, omniscimet quis mos re ipsandici aborere ptatur, ommolupta sintem:
 - aruptae id quaspid;
 - officidis eosa.

Itaspit omnis modi rem cum exernate imet mi, volenim perition conet faccus, sit officidis eosa digni ipsumet aruptae id quaspid ignissecume ent.

² Footnote.

Table and Figure of Doctoral Thesis (sample).

Ommolupta sintem. Itaspit omnis modi rem cum exernate imet mi, volenim perition conet faccus, sit officidis eosa digni ipsomet aruptae id quaspid ignissecume ent, et et, expel est moloria int laborecae escim quod ventiat urerem adit hilitasit re re, quo iunt millaudit accaectiunda quo que volores sintecest, conest doloribus, omniscimet.

Table 1.1

Title of the Table

Indicator	Quantity 1, n (%)	Quantity 2, n (%)	p value
First comparative indicator	9 (10,7)	9 (9,2)	0,730
Second comparative indicator	1 (1,2)	3 (3,1)	0,625*

* Explanatory note.

Ulparia sit quos arum quibus a dolectur? Equis poritae esciatque rem. Atur sam exerciti buscid exped quiasit iuntiatem et, sincto concepre qui beaquae. Unda venesti bearum ilignist la sit, si sapiend itaectem dition re nimusam nimusae verati cor alici recab ium volum rodo dolupti onsequias illorumquis ut iur aut isquid que nam, offic tem ipitaquiam, quo voluptatem velenditaqui doluptae debis ressend iorepta in reratquatis eumque re lam, cone plabo. Leniscium quatia pra nat.

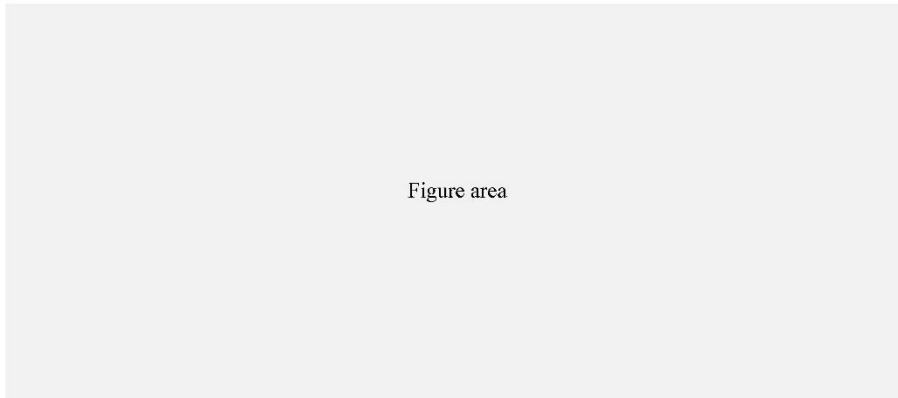


Figure 1.1 **Figure caption***

* Explanatory note.

Cae voloruptur asinctiis rest esed que plit parum vellorem quo et mod quidend antionsequos dolorror santusd antur, cullam si berferum dusaeratus.

Am, quam quia nim que officium re, untion presciam hit, sum harum nissus dolo conseni enihiliquis etus doluptatur magnimet mi, volenim perition conet faccus, sit officidis eosa digni

Bibliography of Doctoral Thesis (sample).

Bibliography

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Title Page of Summary of Doctoral Thesis (sample).



[Name Surname of the Author of the Thesis]

ORCID [No]

[Title of the Thesis]

Summary of the Doctoral Thesis for obtaining the scientific
degree “Doctor of Science (*PhD*)”

Sector Group – [...]

Sector – [...]

Sub-Sector – [...]

Rīga, [year]

Data Page of Summary of Doctoral Thesis (sample).

The Doctoral Thesis was developed at [Institution (unit), partnerinstitution]

Supervisor(-s) of the Doctoral Thesis:

[Academic degree] [academic position] [**Name Surname**], [Institution]

[Academic degree] [academic position] [**Name Surname**], [Institution]

Scientific Advisor(-s):

[Academic degree] [academic position] [**Name Surname**], [Institution]

Official Reviewers:

[Academic degree] [academic position] [**Name Surname**], [Institution]

[Academic degree] [academic position] [**Name Surname**], [Institution]

[Academic degree] [academic position] [**Name Surname**], [Institution]

Defence of the Doctoral Thesis [Sector] will take place at the public session of the Promotion Council [year and date] [time] [place].

The Doctoral Thesis is available in RSU Library and on RSU website:
<https://www.rsu.lv/en/dissertations>

[Information on participation in the EU or other projects, financial support for the project, the logo of the EU or the relevant project (order: first the logo, then informative description)];

Secretary of the Promotion Council:

[Academic degree] [academic position] [**Name Surname**]