

Requirements for Submitting a Doctoral Dissertation

The bylaw regarding doctoral dissertation in the Graduate School of the Commerce, Waseda University (hereafter called "GSC") Doctoral program defines the requirements for submitting a doctoral dissertation as follows in article 4 paragraph 1 item 4. The candidates who wish to submit their doctoral dissertation must satisfy all the requirements outlined in article (1), (2), (3) and (4) described below after their enrollment in the GSC.

The candidates are also required to undergo research guidance from their supervisors to submit their doctoral dissertations which meet the GSC's evaluation criteria for examination after they fulfil all the requirements.

(1) Publications and Research Papers

The candidates are required to obtain greater than or equal to three points from the following table.

	Types of journals	Points earned per paper
1	A paper which is published in a refereed journal or equivalents issued by an external organization and has gained the GSC's special approval*	3~1.5 point
2	A paper which is published in a refereed journal or equivalents issued by an external organization (and has not gained GSC's approval to regard as the above type 1 journal.).	1 point
3	A paper which is published in a refereed journal issued by Waseda University such as 'the Bulletin of the Graduate School of Commerce', 'the Waseda Business Review' and 'the Waseda Commercial Review'	1 point
4	A paper which is published in an academic or scholarly journal without full review (e.g. 'the Journal of Business and Economics') One chapter of the technical book in which you write as a coauthor A refereed research note which is published in an academic journal, etc.	0.5 point

Notes: a) You are allowed to obtain points from both a published paper (article (1)) and a conference presentation (article (2)) below with the same primary subject(s).

b) You are allowed to regard papers which have been refereed and virtually assured to be published as the same papers described in the above table, and obtain the same point from those papers.

c) Non refereed research notes which are published in an academic journal are not able to be regarded as papers described in the above article (1).

d) As for papers submitted as Type 1 journals that are under review for the second or subsequent rounds (this refers to cases in which the evaluation is equivalent to or higher than revise and resubmit in the immediately preceding review, and does not include cases in which the evaluation includes rejection), the number of points shall be half of that for the case in which the paper was published.

e) In the case of a joint paper, you will obtain a point which is divided by the number of coauthors.

f) Type 1 journals are journals ranked in the following journal rankings.

- 1) ABS Journal Ranking (<https://journalranking.org/>)
- 2) Scimago Journal & Country Rank (<https://www.scimagojr.com/>)
- 3) Scopus Cite Score (<https://www.scopus.com/sources>)
- 4) Journal Citation Reports (log in to off-campus access from the Waseda university library website) (https://www.waseda.jp/library/search_find/off-campus-access/)

*In principle, the ranking at the time of application for the doctoral degree should be used as the basis, but if the ranking at any other time after admission to the GSC is used as the basis, it should be kept and recorded by the candidate and submitted together with the degree application.

*Refer to the appendix for details on the number of points (contact the GSC office).

- g) As for Type 1 or 2 papers, regardless of above e), you are also allowed to claim points according to a sharing ratio based on the degree of contribution agreed by the coauthors. In that case, you must satisfy all of the following items.

- 1) You must obtain the coauthors' written consent regarding the sharing ratios.
- 2) The above consent must include a title of the paper concerned, a name of the journal, all the coauthors' names and their sharing ratios.

- h) As for Type 4 papers, if you write one or more chapters of the technical book, you are allowed to multiply points according to the number of chapters; provided, however, the total points for Type 4 papers may not exceed 1.0 point.

(2) Conference Presentation

The candidates are required to obtain greater than or equal to one point from the following table.

	Types of the conference	Points earned per presentation
1	The nation-wide annual conference or equivalents which you presented at, in principle	1 point

Note: In the case of a joint presentation, you will obtain a point which is divided by the number of presenters.

(3) Knowledge of Statistics

Those who fall under any of the following categories

1	Those who have earned a course grade in "Basic Statistics" offered by the GSC (MA program) or "Business Data Analysis" offered by WBS
2	Those who have passed an examination designated by the GSC administered by an external organization

※Concerning the external exams as designated by the graduate school, the 'Statistics Examination Level 2' conducted by the Japanese Association for Promoting Quality Assurance in Statistics, will be used.

(4) Knowledge of Research Ethics

Those who have completed (or video screened) seminars on research ethics designated by the GSC and fully understood its contents.

Note: This requirement must be completed in principle by the end of the first semester upon enrollment in the doctoral program.

Supplementary Provisions

(Enforcement Date)

1 This bylaw comes into force on April 1, 2025. However, (3) applies to those who enrolled in or after April 2016. As for (1), those who enrolled before September 2024 may choose the requirements which came into force on July 4, 2018, April 1, 2022 or this requirement.

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【For Students who Entered prior to September 2024】

As for (1), the list of journals agreed upon by the GSC, which determines the number of points for Type 1 papers was abolished as of April 1, 2025, the candidates may choose the number of points based on the list of journals for academic years 2022-2024.

As of April 1, 2025, the list of journals agreed upon by the GSC (relating to (1)), which determined the number of points for the Type 1 papers was abolished. Candidates may choose the number of points based on the list of journals for the academic years of 2022-2024

(1) Publications and Research Papers

The candidates are required to obtain greater than or equal to three points from the following table.

	Types of journals	Points earned per paper
1	A paper which is published in a refereed journal or equivalents issued by an external organization and has gained the GSC's special approval*	3~1.5 point
2	A paper which is published in a refereed journal or equivalents issued by an external organization (and has not gained the GSC's approval to regard as above type 1 journal.).	1 point
3	A paper which is published in a refereed journal issued by Waseda University such as 'the Bulletin of the Graduate School of Commerce', 'the Waseda Business & Economic Studies', 'the Waseda Business Review' and 'the Waseda Commercial Review'	1 point
4	A paper which is published in an academic or scholarly journal without full review (e.g. 'the Journal of Business and Economics') One chapter of the technical book in which you write as a coauthor A refereed research note which is published in an academic journal, etc.	0.5 point

Notes: a) You are allowed to obtain points from both a published paper (article (1)) and a conference presentation (article (2)) below with the same primary subject(s).

b) You are allowed to regard papers which have been refereed and virtually assured to be published as the same papers described in the above table, and obtain the same point from those papers.

c) In the case of a joint paper, you will obtain a point which is divided by the number of coauthors.

d) As for Type 1 journals, the GSC determines a list of journals or equivalents. The list also states each point as well.

e) As for Type 1 and 2 journals, regardless of above c), you are also allowed to claim points according to a sharing ratio based on the degree of contribution agreed by the coauthors. In that case, you must satisfy all of the following items.

1) You must obtain the coauthors' written consent regarding the sharing ratios

- 2) The above consent must include a title of the paper concerned, a name of the journal, all the coauthors' names and their sharing ratios.
- f) As for Type 4 journals, if you write one or more chapters of the technical book, you are allowed to multiply points according to the number of chapters; provided, however, the total points for type 4 journal may not exceed 1.0 point.
- g) Non refereed research note which is published in an academic journal is not able to be regarded as papers described in article (1).

【For Students who entered prior to September 2021】

As for (1), you may choose from either the requirement that came into force on April 1, 2022 or the following requirements.

(1) Publications and Research Papers

The candidates are required to obtain greater than or equal to three points from the following table.

	Types of journals	Points earned per paper
1	A paper which is published in a refereed journal or equivalents issued by an external organization	1 point
2	A paper which is published in a refereed journal issued by Waseda University such as 'the Bulletin of the Graduate School of Commerce', 'the Waseda Business & Economic Studies', 'the Waseda Business Review' and 'the Waseda Commercial Review'	1 point
3	A paper which is published in an academic or scholarly journal without full review like 'the Journal of Business and Economics' One chapter of the technical book which you write as a coauthor A refereed research note which is published in an academic journal, etc.	0.5 point

Notes: a) You are allowed to obtain points from both a published paper (article (1)) and a conference presentation (article (2)) below with the same primary subject(s).

b) You are allowed to regard papers which have been refereed and virtually assured to be published as the same papers described in the above table, and obtain the same point from those papers.

c) In the case of a joint paper, you will obtain a point which is divided by the number of coauthors.

d) As for Type 1 journals, regardless of above c), you are also allowed to claim points according to a sharing ratio based on the degree of contribution agreed by coauthors. In that case, you must satisfy all of the following items.

- 1) You must obtain the coauthors' written consent regarding the sharing ratios

- 2) The above consent must include a title of the paper concerned, a name of the journal, all the coauthors' names and their sharing ratios.

e) As for Type 3 journals, if you write one or more chapters of the technical book, you are allowed to multiply points according to the number of chapters.

f) Non refereed research notes that are published in an academic journal are not able to be regarded as papers described in article (1).