

## **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), and (3) 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/](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 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.