**UNIVERSITY OF LJUBLJANA**

**FACULTY OF PUBLIC ADMINISTRATION**

Bachelor thesis / Master thesis[[1]](#footnote-1)

**TITLE OF THE THESIS[[2]](#footnote-2)**

Student: Name and Surname

Student ID number:

Study program and level:

Mentor/Co-mentor: Name and Surname,Title[[3]](#footnote-3)

Ljubljana, month and year

1. **Definition of the topic and the problem[[4]](#footnote-4)**
2. **Evaluation of previous research (only for Master's thesis)**
3. **Definition of the purpose, hypotheses and/or research questions and research methods[[5]](#footnote-5)**
4. **Contribution of the thesis / Master’s thesis to practise or profession[[6]](#footnote-6)**
5. **Structure of the thesis and table of contents[[7]](#footnote-7)**
6. **Literature and sources[[8]](#footnote-8)**
1. The length of the disposition (excluding references) is up to 7 pages. [↑](#footnote-ref-1)
2. The title can be up to nine words. [↑](#footnote-ref-2)
3. E.g. Mirko Pečarič, Ph.D., Full Professor [↑](#footnote-ref-3)
4. See Guidlines for the Preparation of Layout and Theses of the Faculty of Public Administration, chapter 1.2, pp. 4 and 5. [↑](#footnote-ref-4)
5. Hypotheses or research questions are mandatory for both Bachelor's and Master's theses, and for Master's theses, at least one hypothesis or research question must have an international comparative context (the Master's thesis also demonstrates international knowledge of the subject area or foreign regulations, theoretical developments, practises, research, etc.). More complex research methods and/or multiple related research methods must be used in the writing of the thesis. See Guidlines for the Preparation of Layout and Theses of the Faculty of Public Administration, sections 1.3 and 1.4, pp. 5 and 6. [↑](#footnote-ref-5)
6. See Guidlines for the Preparation of Layout and Theses of the Faculty of Public Administration, chapter 1.5, p. 10. [↑](#footnote-ref-6)
7. The headings of the chapters and sub-chapters should clearly indicate the topic of the Bachelor's or Master's thesis, so that the outline recognises the thematic structure of the thesis. A short and clear statement of the intended content should be made for each chapter. See Guidlines for the Preparation of Layout and Theses of the Faculty of Public Administration, section 1.6, p. 10. [↑](#footnote-ref-7)
8. In the case of a thesis, the list must comprise at least 10 units, of which at least 5 units must be literature (books, articles), and at least 2 units must be in a foreign language. In the case of a Master's thesis, the list of literature and sources must comprise at least 20 units, of which at least 10 units must be literature (books, articles) and at least 4 units must be in a foreign language. The criteria for the selection of literature and the citation method are set out in Guidlines for the Preparation of Layout and Theses of the Faculty of Public Administration, pp. 21-31. [↑](#footnote-ref-8)