

WEST AFRICAN COLLEGE OF PHYSICIANS

FACULTY OF

FORMAT FOR RESEARCH PROPOSALS & TITLE REGISTRATION

1. Section A: Administrative

2.

1. Name of candidate
2. Faculty of candidate
3. Name of training Institution
4. Address of Training Institution
5. Name of Supervisor
6. Address of Supervisor (if different from 4 above)
7. Name of secondary Supervisor:
(Required only if Supervisor is
 - a) Less than five years as fellow of the faculty or
 - b) Not a fellow of the faculty).
8. Address(es) of other Supervisor(s)
9. Month and year part 1 was passed
10. Proposed Examination date
11. Proposed Title of project
12. Signature of the candidate (and date)
13. Signature of the supervisor (and date)
14. Date presented to the department seminar which gave approval

15. Signature of the Head of Department (and date)

Section B: Technical

1. **BACKGROUND INFORMATION** (insert number of words. Current is 200 words for aims and objectives and 250 words for the relevance of the project).

1.1. Introduction

1.2. Problem statement

1.3. Justification/rationale/relevance to the sub region

1.4. Research questions

1.5. General & Specific objectives

1.5.1. Aim (General Objective)

1.5.2. Specific Objectives

1.6. Hypotheses (Optional)

2. **LITERATURE REVIEW** (Insert number of words. Current 1,500 words)

3. **METHODOLOGY** (Insert number of words; current is 1,000 words)

3.1. Study area

3.2. Study design

3.3. Study population

3.3.1. Inclusion criteria

3.3.2. Exclusion criteria

3.4. Sample size determination

3.5. Sampling technique

3.6. Study instruments

3.7. Data Collection Methods

3.8. Conceptual framework (if applicable)

3.9. Plan for Data Management

3.9.1. Measurement of Variables

3.9.2. Statistical analyses

3.10. Ethical considerations

3.11. Limitations

4. REFERENCES (Provide maximum number of references)

APPENDIX

A. Study instruments

B. Ethical approval

C. Work plan

D. Others (maps etc.)

SECTION C: Formatting Issues & Other Notes

Formatting Issue

- Referencing style is Vancouver ONLY
- Use A4, typewritten and double-spacing throughout for the prose
- Font should be Time New Romans, 12 point type with 1-inch page margins for prose
- The hierarchy of subheads should be:

ALL CAPS, BOLD, CENTERED

Beginning Caps only, Bold, Centered (i.e. Each Word Capitalization)

Beginning caps only, Italicized, Centered

First word only capped, italicized, flush left

- For Tables: Font should be Times New Romans, 11-point type, and 1^{1/2}-line spacing
- Use British English spelling throughout (NOT American)

SECTION D: Submission

Two CDs with the electronic copy of the proposal **MUST** be submitted alongside the hard copy of the proposal.

SECTION E

For Official Use Only

a) Date of Receipt of proposal
b) Date forwarded to Chief Examiner or Designated assessor
c) Date returned by Chief Examiner or designated assessor
d) Approved by Chief Examiner (Yes/No)
e) If not approved, objections must be communicated to the	
f) Candidate. Date approval/Objections communicated.

If there has been no official response to your proposal after eight weeks of submission, please remind your supervisor to call the Chief Examiner immediately for the status of your proposal.