

LUTHER ACADEMY
RULES FOR THE COMPETITION OF STUDENT RESEARCH PAPERS

1. General provisions

- 1.1. The rules govern the procedures for the competition, the criteria for selection of works and the procedures for determining the winners.
- 1.2. The competition is organized once a year.
- 1.3. The theme(s) of the papers are announced every year.
- 1.4. Themes of research papers submitted for competition:
 - 1.4.1. comply with confessions in the Lutheran Church and are topical;
 - 1.4.2. are in line with the Academies' strategic development plan.

The methodology, evaluation, organization and information of the competition is carried out by the Research Council.

2. Aim and objectives of the competition

- 2.1. **The aim is** to develop research activities of students by promoting the creativity of students, their capacity to develop original research.
- 2.2. **Objectives:**
 - involving students in the implementation of research and developing research skills,
 - promoting students' desire to constantly develop and expand their knowledge in line with modern science and practice requirements;
 - promoting the involvement of students in academic activities,
 - promote cooperation between the Academy and other Latvian and foreign higher education institutions in a research activity,
 - organize the publication of the contest's best works in Luther Academy collection of research writings CREDIMUS and other editions.

3. Participants and requirements for the papers

- 3.1. Students from all programmes of the Academy may participate in the competition, regardless of the type of study.
- 3.2. The competition consists of research papers which are independently developed and are

in line with the year's theme

3.3. Requirements for paper to be submitted to the competition:

- topicality of the problem; an independent, creative approach to its resolution;
- possibility to implement the proposals developed should be addressed.*
- Papers, the content and presentation of which comply with the Rules can enter competition.
- If the content or presentation of the paper does not comply with the requirements of these Rules, the Research Council of the competition have the right not to accept or to return the paper to the author for corrections.

4. Content and presentation of the research paper

4.1. The research paper is submitted within the deadlines set by the Senate, to the Research Council contest in two printed copies and in electronic form.

The structure of the research paper must be as follows:

- 1) **title:** *Times New Roman Bold* font size 14 pt, centered;
- 2) **author details** – spacing 2, name, surname (font size 12 pt, centered, *Times New Roman + Bold*; institution represented, e - mail (font size 12 pt, centered; *Times New Roman*);
- 3) **details of the research adviser:** degree, academic position, name, surname (font size 12 pt, *Times New Roman* centered), e-mail;
- 4) **annotation in 2 languages**, (English - Abstract, Latvian - Anotācija) - (*Times New Roman Bold* font size 10 pt). Volume up to 500 characters, including spaces (*Times New Roman* font size 10 pt). Content of the annotation: subject, problem to be discussed, study methods, aim, results, conclusions.
- 5) **keywords** — Titled “Keywords” (*Times New Roman Bold* font, size 10 pt), alphabetically three to seven key words (*Times New Roman* font size 10 pt);
- 6) **text of the paper** – double spaced: 6000 to 12000 characters, i.e. 4 - 8 pages, *Times New Roman* font, the size of font 12 pt, tables and images must be in accordance with the rules of "Luther Academy Research Paper Development, Defence and Evaluation."
- 7) **sections of the papers** (headlines centered size 12 pt, *Times New Roman + Bold*):
 - Introduction, which must include information on the topicality, aim and methods of the research
 - The main section, preferably divided into subdivisions;
 - Conclusions and proposals;
 - List of sources and literature used (sources must be numbered (font *Times New Roman* size 10 pt).

** if an empirical study has been carried out.

References to literature in the text are drawn up in accordance with the rules of "Luther Academy Research Paper Development, Defence and Evaluation."

Works must be submitted electronically with the indication "Student research paper for competition".

5. Examination and evaluation of papers

5.1. research papers submitted and meeting the requirements of are registered and transferred to the Research Council within the specified time limits.

5.2. The research activities of students are evaluated by LA Research Council.

5.3. The works are evaluated by reviewers selected by the research Council. The work submitted are evaluated in accordance with the following criteria:

5.3.1. The relationship between the aim and the planned objectives;

5.3.2. The relevance of the content to the objectives and aim;

5.3.3. The relevance of the empirical study to the theory;

5.3.4. Selection of methods for empirical research and correctness of use;

5.3.4. The practical relevance of the study;

5.3.5. The degree of use of the sources mentioned in the list of literature and sources;

5.3.6. Correct use of references;

5.3.7. Justification of the conclusions;

5.3.8. Consistency and relevance of the proposals to the content of the study;

5.3.9. Quality of the language of the study.

5.4. After defending the work, the Research Council make its assessment in accordance with the following criteria:

5.4.1. presentation skills,

5.4.2. visual materials used,

5.4.3. reasoning and communication skills in the discussion,

5.4.4. the accuracy and theoretical knowledge of the reasoning used in the discussion.

5.5. The list of winners of the competition is drawn up by the research Council in the form of a protocol with the signatures of all members of the research Council.

5.6. The winners of the competition are awarded a one-off premium of the following:

5.6.1 for the first-place - EUR 200,00

5.6.2 EUR 100,00 for the second-place

5.6.3. EUR 50,00 for the third-place

5.7. If the student is not satisfied with the decision of the Research Council, he or she may challenge it by submitting an appeal to the Rector of the Academy.

5.8. The Rector's decision may be challenged by an Academic Arbitration Tribunal. The decision of the academic arbitration tribunal may be appealed in accordance with the procedures specified by the Administrative Procedure Law.

Chairman of the Senate

Hans Martin Jönsson