

# Master's thesis format requirements

## 1. General format

- 1.1 **Cover**
- 1.2 **Title page** (identical to the cover)
- 1.3 **Summary** (1 page)
- 1.4 (If included) Acknowledgments
- 1.5 **Table of contents** (listing the first page number of each part)
- 1.6 (If included) List of abbreviations
- 1.7 (If included) List of appendices
- 1.8 **Text of the thesis** (introduction, body and conclusion)
- 1.9 **Bibliography**
- 1.10 (If included) Appendices (should meet the same standards as the rest of the thesis)

## 2. Additional remarks

- 2.1 **Thesis length.** As a rule the thesis should be **15,000 to 20,000 words**, not including footnotes and endnotes.
- 2.2 **Page number.** Parts 1.1 to 1.3 are not numbered. Parts 1.4 to 1.7 are numbered in Roman numerals. From the Introduction (1.8) onwards, pages are numbered in Arabic numerals.
- 2.3 **Font size and line spacing.** The thesis should be in a 12-point font and 1.5 line spacing. The text should be justified. Footnotes in 10-point and 1 line spacing.
- 2.4 **Footnotes and bibliography:** in accordance with consistent and traditional standards.
- 2.5 **Abbreviations.** Only use conventional and legal abbreviations. You can introduce additional abbreviations (e.g. for institutions or services), provided they are properly annotated and included in a list of abbreviations.
- 2.6 **Style.** Students are expected to use an academic writing style and to pay attention to sentence structures and word choice.
- 2.7 **Grammar, punctuation and spelling.** Students are expected to be familiar with grammar and punctuation rules. Words must be spelled in accordance with the latest edition of the official spelling rules.
- 2.8 Guidelines for avoiding [plagiarism](#), cf. K.U.Leuven guidelines.

**FRONT COVER AND TITLE PAGE TEMPLATE**

Top centre:

(K.U.LEUVEN LOGO)



KATHOLIEKE UNIVERSITEIT LEUVEN  
FACULTY OF LAW  
Academic year 20.... - 20....

Mid-centre: Title, as approved and announced by the supervisor

Bottom left: Supervisor : First name SURNAME  
Co-supervisor: First name initials SURNAME

Bottom right: Master's thesis, submitted by  
**First name SURNAME**  
as part of the final examination for the  
degree of MASTER OF LAW