



THESIS REQUIREMENTS

PREREQUISITES

Category I authors must submit a membership application and fees prior to thesis submission; supporting documents may be added at a later date.

Category II authors must submit a membership application, fees and all supporting documents which are reviewed prior to being invited to submit a thesis.

SUBMISSION DEADLINES: January 31 or May 1

REVIEW

Theses are reviewed by the Thesis Committee within 2 months after deadlines.

REVISIONS

If revisions are requested, a revised thesis is resubmitted 30 days from the request.

THESIS ACCEPTANCE

After acceptance of a previously unpublished thesis, the abstract may be submitted for consideration for the ASOPRS Annual Fall Scientific Symposium.

Theses are considered for the Marvin Quickert Thesis Award for outstanding thesis submission and the Merrill Reeh Pathology Award, presented at the Fall Scientific Symposium.

Quickert: Only original and unpublished work are eligible for consideration for the Quickert Award.

PUBLICATION

It is the author's responsibility to submit the thesis to *Ophthalmic Plastic and Reconstructive Surgery (OPRS)*; acceptance does not guarantee *OPRS* publication.

SUBMISSION REQUIREMENTS

Theses not adhering to the submission requirements will be returned without review.

SUITABLE THESIS TOPICS

Each thesis topic should be an original contribution. The following are examples of suitable topics:

1. Original investigations involving new concepts or techniques in oculofacial plastic and reconstructive surgery, or studies which add to, modify, or challenge established concepts.
2. Significant modifications of surgical or diagnostic techniques. In most instances, at least five subjects should be used as the basis of judging the usefulness of a procedure or technique. Adequate post-operative follow-up must occur. Rarely, fewer cases may suffice if innovative insights are given into a problem or if the entity studied is sufficiently rare. These cases may also be the basis for a discussion of anatomical, physiological, or pathological data in unusual conditions.

3. Comprehensive reviews of the literature involving subjects within the field of oculofacial plastic and reconstructive surgery. In such cases, the review should be supplemented by personal study of at least three (3) patients or of laboratory animals to emphasize original points and present new and original ideas or conclusions about the topic or topics reviewed. Book chapters do not meet these criteria.
4. Epidemiological studies which provide data to show previously unappreciated relationships or to demonstrate known relationships which need new emphasis.

STUDY REQUIREMENTS

1. Preoperative and postoperative photographs are necessary to show the results of surgery. When required to document diagnosis and results, it is necessary to submit substantiating materials such as radiographs, computed tomography, and histopathological illustrations.
2. The minimum postoperative follow-up period is six months.
3. All new techniques performed upon patients should be undertaken with informed consent, and all animal studies should be conducted in a humane and ethical manner.

PREVIOUSLY PUBLISHED OR PRESENTED THESES

For Category I applicants – the thesis may have been published or presented within the previous three (3) years before the start of the author's ASOPRS-accredited Fellowship.

For Category II applicants – the thesis may have been published or presented within the previous five (5) years before the date of the membership application.

PUBLICATION REQUIREMENTS

A thesis that has not been previously published should adhere to the publication requirements of *Ophthalmic Plastic and Reconstructive Surgery*. [Author instructions on the OPRS website.](#)

PREPARING YOUR THESIS

Your thesis submission must contain the following, combined into one pdf for both versions.

PAGE ONE: Cover Letter, with four paragraphs:

FIRST: PREVIOUSLY PUBLISHED/PRESENTED

If your thesis was NOT previously published or presented, copy the following as the first statement:

This Thesis has not been published or submitted for publication and has not been presented at any meeting including the annual ASOPRS, ESOPRS, ARVO or the American Academy of Ophthalmology (AAO) meetings.

If your thesis WAS previously published or presented, personalize the following as the first statement(s):

**This Thesis was published or has been submitted for publication with the following Journal:
Date of Publication:**

AND/OR

**This Thesis was presented at the following meeting:
Date of presentation:**

SECOND: If IRB approval was needed, copy the following as the second statement (or a statement similar in nature used by your institutional faculty):

Any animal research involved in this thesis was performed according to the affiliated institution standards for animal research. Any human studies were performed under approval of the Institutional Review Board.

A signed copy of the Human IRB and/or Animal Use Approval is required and must be included in both versions.

If IRB approval was NOT required, copy the following as the second statement: **IRB approval is not applicable.**

THIRD: Identify which suitable topic your thesis addresses.

FOURTH: If your thesis is unique, explain.

OTHER REQUIRED DOCUMENTATION

If you are not the first author on a previously published paper:

Include a written explanation from the first author stating the submission is largely your original work **in** the identified version only.

If you are you a Category I applicant submitting a previously published paper:

Include permission from your Fellowship Program Director to submit the previously published paper in the identified version only.

Create two (2) versions of the thesis:

Version 1 – Information above including identifying information (author names, name of the institution, primary author(s) addresses and telephone numbers), thesis and figures, in one pdf.

Version 2 – Information above, thesis and figures, completely de-identified *even if it was previously published or presented*, in one pdf.

Questions? Contact the ASOPRS Executive Office.