

Hints for submission of a thesis

Documents required:

- a. 3 copies of the thesis
- b. electronic version of the thesis (PDF-file)
- c. form (“Antrag auf Eröffnung”)
- d. letter (“Antrag auf Eröffnung”)
- e. curriculum vitae, signed. This cv is also part of the thesis
- f. list of publications and other scientific achievements. This list is also part of the thesis
- g. declaration concerning the respective part of joint publications in case of a “cumulative form of dissertation” in each copy plus an extra sheet signed by the applicant and the supervisor
- h. declaration concerning a digital copy of the thesis (§ 4 Abs. 1 Nr. c)
- i. certified copy of diploma or bachelor and master
- j. certified copy of approbation charter (only for students of pharmacy)
- k. form (“Annahme als Doktorand”)

The dissertation has to be submitted in printed and bound format. Ordinary paper (80g/m²) is required. If the thesis is longer than 80 pages two-sided print is required. The order of the different parts of the thesis is:

1. Title (according to Promotionsordnung) (Attention: No university seal!)
2. Back side of title page: name of dean and referees (second referee empty, date of defence empty)
3. table of contents
4. text

The text consists of:

- the main text,
- figures, tables, graphics and maps;
- comments and annotations
- list of references

In case of a cumulative thesis the main text consists of an abstract of approximately 20 pages and the original publications.

5. declaration of originality (Eigenständigkeitserklärung)
6. curriculum vitae
7. possible acknowledgments

The parts 1.-7. are complete with no additions.

A separate tome with enclosures can be added, in this case the main text must be understandable without these enclosures.

After the defence four copies of the thesis has to be submitted to the University Library and an electronic version has to be published (see website of University Library).