

INFORMATION SHEET

on the publication of doctoral dissertations of the Faculty of Mathematics and Natural Sciences at Kiel University

1. A prerequisite for the publication of dissertations is that they are **released for printing** by the Chairperson of the Doctoral Degree Committee.
2. The copies of the dissertation published must be typographically correct, otherwise these will be rejected; the dissertation will be considered as not published.
3. Reproduction can be in the following formats:
 - as a monograph
 - as a cumulative dissertation
 - as a combination of both
4. General details:
 - For archiving reasons, the printed copies must be on **ageing-resistant, wood and acid-free paper** and permanently bound (**no spiral binding, no staples, no metal brackets**, or only with a **foil front cover**). Brochure binding is sufficient (cardboard cover with glue binding).

a) **Cover page:**

(Title)
Dissertation
in fulfilment of the requirements for the degree of
of the Faculty of Mathematics and Natural Sciences
at Kiel University
submitted by
(First and surname)
Place of printing, year of publication

The university's seal and the faculty's seal may **not** be used for the dissertation.

b) **Second page:**

First examiner: (Title, first and surnames)
Second examiner: (Title, first and surnames)

Date of the oral examination: (Date)

c) The dissertation may be produced in **German or English**. It should contain a one page **abstract** in **German and English**.

d) The dissertation must include a signed **sworn declaration** which states the following:

- that apart from the supervisor's guidance the content and design of the thesis is all the doctoral researcher's own work,

- whether the thesis has already been submitted either partially or wholly as part of a doctoral degree to another examining body and whether it has been published or submitted for publication,
- that the thesis has been prepared subject to the Rules of Good Scientific Practice of the German Research Foundation,
- if an academic degree has ever been withdrawn.

Please also refer to the following document for details on this subject: [The application for admission to the doctoral examination procedure](#) or [Doctoral Degree Checklist](#)

- e) The dissertation must be **bound** with the title printed on the front cover. The university's seal and the faculty's seal may **not** be used for the dissertation.

5. Publication

A **dissertation** that is acknowledged as ready for publication **should be** supplied to the faculty and **published** appropriately **within one year** of the oral examination. This requirement is regarded as met once the author delivers the following in addition to the copy required for the examination files free of charge:

- a. two copies with simultaneous publication in generally accessible electronic media via the University Library (in this case the files to be submitted to the University Library must be formatted in accordance with the library's specifications) or via an appropriate [Preprint-Server](#) (in general for monographs),
- b. four copies, if the main parts of the work are published in a journal (which is usually the case for cumulative dissertations),
- c. two copies, if a commercial publisher will distribute the dissertation via the bookselling trade and evidence is provided of a minimum edition of at least 150 copies, or
- d. 40 copies in printed or photocopied format for the purpose of distribution.

The [University Library's provisions](#) apply.

In cumulative dissertations, the doctoral researchers must provide evidence for each article that they have the **right for secondary publication** or that they have subsequently acquired the **right for secondary use** from their publishers (see Sections 16 and 19a UrhG (German Copyright Act)). The University Library will request written evidence from doctoral researchers of the publication rights for the publication of each individual article on their server. If a doctoral researcher is unable to provide evidence of the right for secondary publication for an article a simple proof of the original publication, preferably with a brief summary of the contents of the article (abstract) will suffice.

**After publication, no subsequent changes or erasures can be made.
The type of submission is also binding once selected and cannot be changed subsequently.**