Guidelines for publication of doctoral thesis
Faculty of Economics and Social Sciences at the University of Tübingen

Publication deadlines

The thesis must be published <u>within two years</u> of the oral defense. This deadline can only be extended if an application is made, citing good reason. The application must be submitted prior to the end of the two-year deadline to the Dean of the Faculty of Economics and Social Sciences.

Permission to print

Details regarding printing permission may be found on the Faculty website at: https://uni-tuebingen.de/en/38205 in the Guidelines on the information sheet for doctorates and under (4).
Before going to print you need permission to print from the Dean:

1. **ALL changes** made to the version submitted at the beginning of the doctoral qualification process must be approved. The necessary form is available on the above web page ("Declaration concerning differences to the submitted dissertation") Please add a list if major changes have been made.

2. **Title page**: The publication must have a title page (two pages, template on the reverse side). It must have the title of the thesis as submitted, even if a different title is agreed for instance with a publisher. The title page and any foreword, dedication, or biographical details must also be presented to the Dean before publication.

3. When publishing in the Tübingen University Library's publication system, please be sure to follow the University Library's instructions: https://uni-tuebingen.de/en/216637 . If you require an embargo period, you must state the exact end date of the desired embargo together with your application for permission to print (up to a maximum of 2 years).

4. Only if you have submitted your dissertation before Oct 13, 2022: If the thesis is published by a publishing house, you must also present proof that at least 150 copies will be produced.

You will receive your permission to print in writing.

Forms of publication and submission of deposit copies

You can choose from the following forms of publication:

Form of publication	Number of deposit copies
via a publisher who undertakes to distribute the thesis commercially. If you have submitted your dissertation before Oct 13, 2022: minimum number of 150 copies must be proven.	4
in journals, if all articles have already been published	5
electronic publication on the Tübingen University Library's publication system	3

Other forms of publication must be approved by the doctoral degree committee.

Deposit copies: Recommended format is DinA5 with printing on both sides. Spiral binding is not allowed, it must be a durable adhesive binding. Please submit to the University Library (UB), see https://uni-tuebingen.de/en/216637. In the case of publishing in journals, please submit the 5 deposit copies to the Dean's Office of the Faculty. If you have any questions or problems, the UB can be reached at 07071/29-76999 or edl-publ@ub.uni-tuebingen.de and will gladly make an appointment if necessary.

Your **doctoral degree certificate** will be issued with the date of submission of the deposit copies (delivery takes around 2 weeks).

Under certain circumstances the doctoral degree certificate may be issued before the submission of deposit copies following presentation of the original publication contract.

For publication-oriented dissertations, please additionally see the corresponding information sheet!

The title page of your thesis must contain the following information:

Front:

<div style="border:1px solid black; padding:1em;">

[title of the doctoral thesis]

[subheading, if applicable]

Doctoral Thesis
in order to obtain the title of Doctor
from the Faculty of Economics and Social Sciences
at the University of Tübingen

presented by

[Title, given name(s), family name]

Tübingen
[year of application for admission to the doctoral qualification process]

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Back:

<div style="border:1px solid black; padding:1em;">

[if applicable, otherwise delete:]

1. supervisor:	[Titel Vorname Nachname]
2. supervisor:	[Titel Vorname Nachname]
[If any. 3. supervisor:	[Titel Vorname Nachname]]
Date of oral defense:	[tt.mm.jjjj]
Dean:	[Titel Vorname Nachname]
1. reviewer:	[Titel Vorname Nachname]
2. reviewer:	[Titel Vorname Nachname]
[if any. 3. reviewer:	[Titel Vorname Nachname]]

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