

Checklist for submitting a doctoral dissertation at the Thuringia University and State Library Jena

According to the general provisions laid down in the doctoral guidelines
of the faculties at the Friedrich-Schiller-University Jena from 5 July 2017

PLEASE NOTE:

This English translation is for your information only. Please fill in and submit German version!

Submission modalities

3 printed copies and an identical electronic version for the digital publication
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or

8 printed copies

General

Listing reviewers and date of defense

Along with the date of defense / State examination (only for medical students),
all reviewers must be listed with their academic title, name and surname and
workplace in each copy on the back of the title page.

Declaration of Authorship

Each copy must include a signed declaration of authorship bound with the rest
of the manuscript.

Curriculum Vitae (optional)

To protect your personal data, we advise against including your CV in the elec-
tronic version of your dissertation.

Letter of completion of doctoral examination procedures (only for medical students)

Please enclose a copy.

Printing formats / Binding

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✓ Adhesive binding is mandatory. ✗ No spiral, velo or springback binding.

Colour or black-and-white printing

The review and depository copies must be identical.

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A thesis by publication (article thesis) is a dissertation that consists of already-
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Note on the back of title page:

Zugl.: Dissertation, Friedrich-Schiller-Universität Jena, [year]

Is enrollment required for graduation?

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Electronic version

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⇒ In addition, your dissertation will be published on the German National Library's archival server.

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Submission

in person

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Submission (Mon to Fri 9:30 am - 3:30 pm) by telephone arrangement.

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by mail

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Hochschulschriftenstelle
Bibliotheksweg
07743 Jena

⇒ We will send the confirmation directly to the Dean's office and you will receipt per E-Mail.

Contact

Contact persons: Frau Schäf / Frau Hafermann

Phone: 03641 9-404210

E-Mail: hochschulschriften_thulb@uni-jena.de

Personal Details (required):

Name, First Name:

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Declaration of Consent (ONLY applicable when submitting a dissertation electronically)

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