

University and State Library (ULB) Info Sheet for Doctoral Candidates of the Faculty of Biology

The doctoral process concludes with the presentation of the doctoral certificate, which entitles the holder to bear the doctoral title.

The certificate may only be issued following publication of the dissertation, at which time the following copies are to be delivered to the University and State Library (ULB):

1. If significant parts of the dissertation have already been published (e.g. in the form of articles etc. in academic journals):

4 printed copies of the dissertation and proof of publication

The supervisor must also affix a second signature to the "Form for Declarations* by the Principal Supervisor concerning Publication following the Doctoral Examination".

* is available at the doctoral examination office after a successful disputation

2. If no significant parts of the dissertation have been previously published:

Either: Digital publication

2 printed copies of the dissertation

and

1 digital copy as a PDF/A file by e-mail

and the [metadata form](#)

and

the form "[Digital publication consent form](#)" (incl. [Appendix 1 "Upon publication of a digital dissertation"](#))

Or: Print copies from a copy shop

10 printed copies of the dissertation

or

4 printed copies of the dissertation and 6 identical copies on microfiche

For submissions involving patent issues, please contact the University Publications Office at the ULB!

Please note: All printed copies (no spiral bindings) must be identical and uniformly printed with regard to page numeration and layout and contain your CV and the date of the passed oral examination/defence.

If you decide to submit your dissertation in digital form, you can find the declaration of consent and further information on digital publications at:

<http://www.uni-muenster.de/Publizieren/en/veroeffentlichung/dissertation/>

Please make an appointment for the digital submission at the Service Point for Publications via the digital appointment system (<https://terminvergabe.ulb.uni-muenster.de/publizieren/>), by telephone (+49 251 83-24049) or by email (publizieren@uni-muenster.de).

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