

Initiation of the doctoral procedure / submission of the dissertation Cumulative dissertation

The guidelines for cumulative doctoral theses must be observed! In addition to the individual theses and the introductory chapter, the dissertation must contain

- 1) a table showing the status of the manuscripts in the publication process at the time of submission and any co-authors,
- 2) in the case of individual co-authored theses: a written declaration in each case explaining the candidate's contribution to the preparation of the thesis in question; the declaration must be countersigned by all other authors.

The following documents must be enclosed with the application to initiate the doctoral procedure:

- a) one bound copy of the dissertation for each of the five members of the examination committee as well as one copy for the files of the doctoral committee (6 copies) and a digital version of the dissertation,
- b) if an external statement is required, seven copies must be submitted,
- c) proof of enrolment as a doctoral student in accordance with § 7 para. 10,
- d) if applicable, a proposal from a member in accordance with § 4 para. 2 sentence 4,
- e) a declaration that the regulations on the principles for safeguarding good scientific practice at the Carl von Ossietzky University of Oldenburg have been observed, and a declaration in lieu of an oath pursuant to Section 9 (3) sentence 3 in conjunction with Section 7 (4) sentence 2 NHG that the applicant has prepared the dissertation "independently and without unauthorised external assistance and without the use of aids other than those specified and that the ideas taken directly or indirectly from external sources have been identified as such",
- f) a declaration that no commercial mediation or counselling services (doctoral counselling) have been used in connection with the doctoral project.

Procedure:

- The doctoral committee asks the reviewers to prepare a review within two months.
- The display period begins after receipt of the reviews and acceptance of the thesis, two weeks during the lecture period and four weeks during the lecture-free period.
- Once the thesis has been posted, the date of the defence is scheduled (usually by the supervisor) and the examination board is formed.
- After a successful defence, the doctoral committee chairperson must grant permission to print. The dissertation is then published.

As regulated in §§ 11 and 13 of the doctoral degree regulations, the supervisor of the procedure issues the provisional printing authorisation at the request of the doctoral candidate and confirms the list of publications with details of the place of publication, date and edition. If no conditions for revising the thesis have been imposed, this can be done immediately after the defence. Otherwise, provisional approval will only be granted once it has been checked whether the conditions have been met. The final submission for publication and confirmation of the publication list must be submitted to the Chair of the Doctoral Committee. He or she will grant final authorisation to submit three specimen copies to the library of the University of Oldenburg in order to receive confirmation of publication.

The certificate is usually issued within approximately two weeks. Delays must be expected outside the lecture period.