

Submission Regulations for Final Copies of Doctoral Dissertations

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1. Submission Regulations

Doctoral candidates at the Faculty of Science are required to submit copies of their dissertation. Candidates must submit the following documents to the Office of the Dean of the Faculty of Science within two years of their oral examination:

- three printed (final) copies of the dissertation (see Section 2)
- a copy of the dissertation on CD-ROM (see Section 3)
- a completed and signed copy of the “Declaration of approval for the publication of a thesis on the publication server of the University of Basel” (see Section 5)

Requests for an extension of the submission deadline must be sent to the Office of the Dean prior to the submission deadline. Requests must give well-founded reasons for the extension.

Failure to comply with the submission deadline may result in the Faculty declaring both the degree application and the oral examination invalid (see § 16, Para. 3, “PhD Regulations of the Faculty of Science at the University of Basel,” 16 December 2003).

2. Layout and Design of Hardcopies

Format:	A4 or A5 (printing: single- or double-sided)
Printing and Paper:	Copies should be printed on archivable paper, DIN ISO 9706 (please do not use environmentally-friendly paper)
Binding:	<i>Variant 1:</i> Glued endpaper, pressboard cover (0,6 mm), textile spine (Klebegebunden mit Vorsatz, Pressspandekel (0,6 mm), Geweberücken) <i>Variant 2:</i> Glued endpaper, full-textile cover, with or without embossing (Klebegebunden mit Vorsatz, Ganzgewebedecke, wahlweise mit oder ohne Prägung) Plastic-, spiral-, or clamp binding are not permissible. Specimen bindings can be inspected at the Examinations Office. Please consult a bookbinder.
Signature:	One copy of the complete version of the dissertation must be countersigned by the faculty representative (on the reverse side of the title page)
Title Page:	See sample (see page 3)
Reverse Side of Title Page:	See sample (see page 4)
Final page(s):	The CV has to be included at the end of the thesis.
Note:	Candidates wishing to offer their work under a Creative Commons Licence (Section 4) may include a corresponding note in the printed copies of their dissertation.

3. Electronic Copy of the Dissertation (CD-ROM)

The CD-ROM must contain the following two files:

- a complete version of the dissertation as a PDF file (see also: [University Library](#))
- an abstract / summary of the dissertation as a text file (.txt, plain text, no MS word file) in the language of the complete version, and optionally in German or English; max. length: 5'000 characters

The CV may be omitted from the electronic version. The CD-ROM must be clearly labelled. Labels must contain the candidate's name and valid e-mail address.

4. Creative Commons Licence (optional)

For the purposes of electronic publication, the University Library recommends the application of the Creative Commons Standard with regard to copyright: "Attribution – Non-Commercial – No Derivatives." Whereas publishing a dissertation with a publisher normally involves assigning explicit usage and distributions rights to the publisher, online publication allows doctoral candidates to assign these rights as they see fit. Candidates thus retain copyright, but grant users the right to use their work free of charge for non-commercial purposes provided the candidates are mentioned explicitly as authors and right holders. Such an arrangement is in the interests of authors and serves as a prerequisite for lawful distribution, in particular within the scientific community. To ensure that their intent is clear, doctoral candidates should make the following two provisions in their dissertation:

- Click [here](#) for a copy of the footer to be included on the title page
This section should be inserted at the foot of the title page.
- Templates for a one-page explanation are available either as a [PDF](#) or in [HTML](#)
This A4-page should be inserted into the dissertation after the title page but before the table of contents.

Specimen copies may be inspected at the Examinations Office.

Candidates opting for an alternative Creative Commons Licence should contact the responsible person at the University Library (diss-ub@unibas.ch). Candidates wishing to publish their dissertation additionally with a publisher should ensure that the copyright provisions in their publication agreement do not contravene the Creative Commons Licence.

5. Consent Form

A completed and signed copy of the "Declaration of approval for the publication of a thesis on the publication server of the University of Basel" ([online form](#)) must be submitted to the Examinations Office together with the statutory and electronic (CD-ROM) copies of the dissertation.

6. Publication

Electronic files are stored on the University's document server edoc.unibas.ch and archived at the Swiss National Library in Bern. In future, copies will be stored by other cooperation partners as appropriate. Dissertations are included in the [IDS Basel Bern](#) library catalog and are accessible via standard Open Access provision.

7. Deferred Publication

Electronic publication may be deferred in cases where the dissertation or parts thereof are published at the same time by a commercial publisher, or where the work contains patent-related details. Doctoral candidates may indicate the desired publication date on their "Consent Form." However, candidates must observe the provisions made in the respective PhD Regulations ([Promotionsordnung](#)) and the legal provisions contained in their publication agreement.

Please direct any enquiries to: Examinations Office, Faculty of Science, Klingelbergstrasse 50, 4056 Basel, Tel. +41 (0)61 267 30 54, diss-philnat@unibas.ch, www.philnat.unibas.ch

Please note: This translation is for reference only.

Sample Title Page

(Title of Dissertation)

Text must be in German. Translation for your information only:

In Partial Fulfillment of the Requirements for the Degree of Doctor of Philosophy presented to the Faculty of Science at the University of Basel

Inauguraldissertation

zur

Erlangung der Würde eines Doktors der Philosophie
vorgelegt der
Philosophisch-Naturwissenschaftlichen Fakultät
der Universität Basel

von

(First name, spelled out in full)

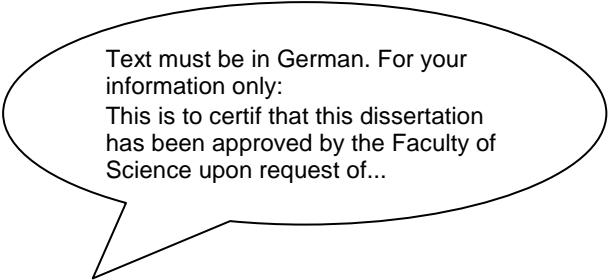
(Surname)

von _____
(Citizenship / for swiss citizens: hometown and canton)

IMPORTANT: Please give **the year of submission of the statutory copies**, not the year of examination.

Place of Publication, Year

Reverse Side of Title Page

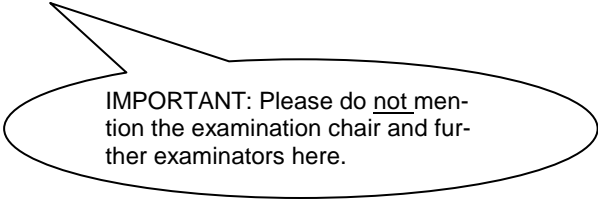


Text must be in German. For your information only:
This is to certify that this dissertation has been approved by the Faculty of Science upon request of...

Genehmigt von der Philosophisch-Naturwissenschaftlichen Fakultät

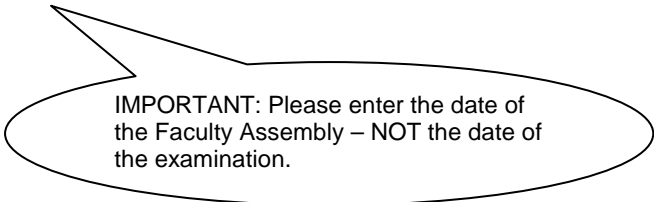
auf Antrag von

(Members of the dissertation committee: Faculty representative, dissertation supervisor, and co-examiner)



IMPORTANT: Please do not mention the examination chair and further examiners here.

Basel, _____
(Date of approval by the Faculty)



IMPORTANT: Please enter the date of the Faculty Assembly – NOT the date of the examination.

Signature of the Faculty representative (required only in one copy)

The Dean of Faculty

(Please enter the name of the Dean of Faculty in office at the time when the PhD degree application was approved)