

Comments on the Award of a Doctoral Degree

Congratulations on successfully completing your doctoral studies!

- Please note that you may only use your doctoral degree (Ph.D. or Dr. rer. nat.) after the publication of the dissertation and receipt of the official doctoral diploma.
- You have max. one year after the thesis defense to publish the thesis (see below).
- Once you have published your thesis and sent us the relevant documents, we process your diploma promptly. However, it may take up to 4-5 weeks to finalize the documents incl. all signatures, and occasionally, it may take even longer, e.g. in vacation periods. Please understand that we have no influence on this. We will inform you as soon as the diploma is ready.

Instructions on the Publication of the Dissertation

- (1) The proof of publication of your dissertation has reach us within one year after the thesis defense.
 - a. **Important:** If you miss the deadline for publication you lose all rights to the conferral of the doctoral degree and to the receipt of the diploma.
 - b. Make sure to start the publication process at least two weeks before the deadline to ensure a timely publication!
 - c. In exceptional cases, upon application, the deadline may be extended by max. one year (*extension of thesis publication deadline*). For this,
 - send an e-mail to your respective GGNB / IMPRS / MolMed / CVS Office
 - at least 4 weeks before your deadline for publication,
 - including a detailed explanation why publication has not been done yet,
 - what efforts are made to publish as soon as possible, and
 - have your supervisor send us a statement as well.
 - d. If you have applied for a *restricted online publication / embargo* when submitting your thesis, please refer to the corresponding [handout](#) for further important information.
 - Please note that a *restricted online publication / embargo* is not the same as an *extension of your thesis publication deadline* (see item 1b).
- (2) You are obliged to discuss the need for any further modifications and corrections to the dissertation with the members of your doctoral thesis committee prior to publication.
- (3) The dissertation may be published after the supervisor of your dissertation has signed the *revision certificate* (see page 3).
- (4) Please check directly with the [SUB](#) or the publishing house (if you opt for publication as a book) which documents and how many bound hardcopies of your dissertation they require for publication.
- (5) Submit the signed revision certificate to the GGNB / IMPRS / MolMed / CVS Office.
- (6) According to RerNat-O §21.V, the confirmation of the publication of your thesis has to be done in one of the following formats:
 - a. in case of online publication: proof of publication on the SUB Göttingen document server will be sent to us directly by the SUB,

- b. in case of publication as a book: submit three copies of the retail edition to the GGNB / IMPRS / MolMed / CVS Office if a commercial publishing house manages distribution to booksellers, and a minimum edition of 100 copies is confirmed.
- (7) Once we have received both the revision certificate and the proof of publication, we start preparing your degree certificate, the transcript of records (*Prüfungszeugnis*), which contains a summary of your credits and their categories, and the additional official transcript of doctoral studies (listing in detail all of the courses you attended incl. credits).

Important note: *If you are considering **pursuing an academic career**, please make sure that you familiarize yourself with the eligibility criteria of various funding agencies concerning the cut-off dates for applying for fellowships. Especially the highly attractive longer term or junior group funding schemes (e.g. Emmy Noether, Sofja Kovalevskaja, Helmholtz, Fritz Thyssen) are varying in this regard. For some the cut-off date is the date of your PhD certificate, for some it is that of your thesis defense, which makes a noteworthy difference when, for example, you can only apply up to four years after your PhD. In this regard, please make yourself familiar with these regulations early on and, if possible for you, consider a restricted online publication / embargo to avoid missing the chance to apply for these funding schemes. Please check the cut-off dates of a selection of fellowships [here](#) (please note that the list is not exhaustive).*

Revisionsschein¹

Name der Erstgutachterin / des Erstgutachters / der / des Verantwortlichen gemäß § 21 Abs. 2 Satz 4 RerNat-O:

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Die Vorlage zur Veröffentlichung der Dissertation von Frau/Herrn

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¹English Translation:

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