



Checklist for the submission

- Declaration of consent (Einverständniserklärung) printed and signed
- PDF-file without password protection / write protection
- Have you added the second referee?
- Have you added the day of the oral examination?
- The actual text starts on the **right page** (odd number). The page numbers **start with the text** (introduction)
- Have you put your name and the title in front of the Zusammenfassung/abstract?
- Have you clarified all legal questions regarding the published articles?
- Have you clarified all legal questions regarding the published manuscripts?
- Have you send us your PDF-file for examination before the print?**
- Glue binding, no spiral binding
- The name and title must appear on the envelope
- For publisher publications, the "publisher pages" must be included in the PDF file
- No signature in the PDF
- No signature in the printed copies