

Guidelines on Submission of Doctoral Dissertation - Graduate School of Urban Innovation

1. Submission of Dissertation and other related documents

1-1. Documents to be submitted

- ① Dissertation (A4-size paper, portrait format, bound at left-hand side for horizontally set texts)
- ② Application for Degree (Form 1)
- ③ Summary of Dissertation (Form 2) (Must not exceed 4,000 Japanese characters or 1,600 words.)
- ④ Register of Dissertation (Form 3)
- ⑤ Publication of Doctoral Dissertation (Form 3-1)
- ⑥ List of Published Papers/Related Works (Form 3-2)
- ⑦ Offprint of Published Papers/Related Works
- ⑧ Letter of Consent (Form 4)

(* Refer to *Guidelines for Writing and Submitting Doctoral Dissertation and Other Documents - Graduate School of Urban Innovation* in completing the documents listed above.

1-2. Deadline, Number of Copies and Office for Submission

Deadline: Refer to the attachment. [The submission date will be strictly observed.]

Submit to: Graduate School of Urban Innovation Office

Number of Copies: One copy for each document (⑦ if applicable only)

For ① and ⑦, a copy for each dissertation reviewer must be provided. Submit directly to the reviewers after receiving confirmation from your main academic advisor. For submission of the offprints of published papers/related works, refer to the instructions of your main academic advisor.

(* Approval from your main academic advisor must be obtained when submitting dissertation.

(* Before approving the submission of dissertation, the main academic advisor shall fully confer with the sub-advisor.

2. Degree Examination

After submitting the dissertation, oral or written examinations on the specialized field or subjects related to the submitted dissertation as well as a foreign language exam will be carried out. The date of examination and other details will be informed in person.

3. Submission of Bound Dissertation and Electronic File

After passing the degree examination, the Bound Dissertation and Electronic Dissertation (full-text) must be prepared in accordance with the *Guidelines on Binding and Submission of Electronic Doctoral Dissertation (Full-text)*.

Deadline: Refer to the attachment. [The submission date will be strictly observed.]

① Dissertation (in bound form)

Number of copies: 1

To be submitted to the Academic Advisor.

② Electronic File (CD-R or DVD)

Number of copies: 1

To be submitted to the Graduate School of Urban Innovation Office.

(* A “Letter of Consent for Registration of Doctoral Dissertation in the YNU Repository” must be included when submitting ②.