

# Applying for a Doctoral Degree

The results of educational research at graduate schools are increasingly becoming available electronically, and objects of open access. To keep pace with changes in the publication of academic dissertations, part of the Degree Regulations (Ordinance of the Ministry of Education, Culture, Sports, Science and Technology No.9 of 1953) has been revised, and as of April 1, 2013, printing publication has been replaced by internet release.

Hiroshima University also partially revised the 'Hiroshima University Degree Regulations (No.8 of April 1, 2004)'. Those who receive an academic degree after April 1, 2013 shall use the Hiroshima University Institutional Repository for publication. Please prepare for release with the following guidelines in mind:

**1** As the entire dissertation and the abstract of the dissertation content will be published on the Hiroshima University Institutional Repository site, write your thesis paying special attention to copyright etc.

**2** When you apply for the academic dissertation examination, please fill out the Doctoral Dissertation Submission and Publication Confirmation (Application Form), have it signed by your doctoral advisor and submit it to the Student Support Group of your graduate school.

**3** Change the electronic data file format of the entire dissertation and the abstract of the dissertation content to PDF (PDF/A(ISO 19005) recommended) and submit them to the Student Support Group.

**4** If you have unavoidable circumstances as described in the Hiroshima University Degree Regulations, article 14.2, and you wish to publish a summary of your doctoral dissertation instead of the entire dissertation on the Hiroshima University Institutional Repository, please discuss it with your doctoral advisor and make a remark in the provided space on the Doctoral Dissertation Submission and Publication Confirmation (Application Form).

In that case, in addition to the two (PDF) files mentioned above you shall change the electronic data file format of the summary of the dissertation content to PDF and submit it to the Student Support Group.

As soon as the unavoidable circumstances are resolved, immediately resubmit the Doctoral Dissertation Submission and Publication Confirmation (Application Form) to the Student Support Group.

## 【References】

### ■An Introduction to Research Ethics

<https://momiji.hiroshima-u.ac.jp/momiji-top/learning/graduate.html>

### ■Institutional Repository & Copyright Q&A

<http://ir.lib.hiroshima-u.ac.jp/metadb/up/ZZT00003/Repository-Copyright.pdf>

## 【Inquiries】

### ① About Institutional Repository and Copyright

Hiroshima University Library Information Planning Group (Information Planning)

Tel : 082-424-6228 (Extension: Higashi-Hiroshima 6228) Fax: 082-424-6211

E-Mail : tosho-kikaku-jyoho@office.hiroshima-u.ac.jp

Hiroshima University Institutional Repository (HiR) Top page:

<http://ir.lib.hiroshima-u.ac.jp/>

### ② About Confirmation (application form), electronic files, thesis reviews

Contact the support office of your graduate school (Student Support Group).

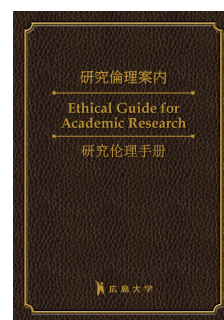
(\*The Student Support Group can help you transfer your data to PDF.)

### ③ About Patent issues etc.

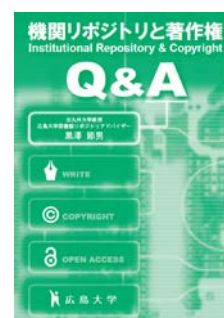
Contact your doctoral advisor or the Hiroshima University Center for Collaborative Research & Community Cooperation (intellectual property).

Tel: 082-424-5597 Fax: 082-424-6133

E-Mail: [chizai@hiroshima-u.ac.jp](mailto:chizai@hiroshima-u.ac.jp)



Hiroshima University



HU Library  
(Setsuo Kurosawa)

## What is the Institutional Repository ?

**The Institutional Repository** is an online locus for collecting, accumulating, preserving, and disseminating the intellectual output of a university such as theses in digital form.

<http://ir.lib.hiroshima-u.ac.jp/>

Research output deposited at the institutional repository is freely visible. Its merits are as follows:

- *Maximization of theses' visibility*
- *Novel method of sending out signals on research output*
- *Public exhibition of research output*

### ! Attention !

In cases of theses with copyright transferred to an academic society etc., it is necessary to obtain permission from the owner of the copyright before publishing it to the institutional repository.

Please be sure to check the copyright ownership of your thesis, confirm if the publication on the Institutional Repository site is already permitted, and obtain necessary permission.

## PDF File Format ?

For publishing your thesis on the Institutional Repository site, we recommend that you use PDF/A (ISO 19005) file format.

### What is PDF/A (ISO 19005)?

This format is suited for long-term archiving. It allows font embedding, prohibits encryption, excludes dependencies to external files and allows long-term access to contents.

To smoothly transfer contents from Microsoft Office to PDF, check the ISO 19005-1 compatible (PDF/A) option.

**If you can't make a PDF/A (ISO 19005) compatible file**, create a PDF file, at least which must meet the following qualifications:

- ① Character font embedding-type
- ② Without encryption (not locked with passwords etc.)
- ③ Data in charts etc. not linked to other files

※If you can't transform your data to PDF-format, please contact the Student Support Group of your graduate school.