

17. Submission of Doctoral Thesis (Preparation Procedures)

DEGREE DISSERTATION PREPARATION PROCEDURE GRADUATE SCHOOL OF BIOSPHERE SCIENCE HIROSHIMA UNIVERSITY

(Documents to be submitted in accordance with Article 3 and 7 of Internal Regulations in Graduate School of Biosphere Science, Hiroshima University) and Publishing of Degree Dissertation

Issued on 1 April, 2007

Revised on June 24, 2013

I. DEGREE DISSERTATION

- 1 The Dissertation shall be bound in a black hard cover suitable for long storage. Front and back covers shall be printed in the manner in accordance with Attachment 1-1 and 1-2.
- 2 Size of book shall be A4 size.
- 3 Papers shall be good quality white paper.
- 4 The book shall be vertically long and horizontal writing.
- 5 Printing shall withstand long storage. Copied papers are acceptable. In case of hand writing, write clearly with printed style. For foreign languages, use the block letters or type writing.
- 6 If a joint paper or its contents are used for the degree Dissertation, a letter mentioning the consent to use it as the degree Dissertation of the submitting person shall be obtained from the co-writer. The letter of consent shall be made as per Attachment 2.
- 7 Degree Dissertation of 3 sets shall be submitted.

II CONTENTS

- 1 The title including sub-title shall be the same as the title written on the submitted Dissertation. In case it is written in a foreign language, Japanese translation shall be added below the title.
- 2 If the degree Dissertation has already published and it is an academic journal, fill the name of the journal, volume or number, page numbers of the first page and the last page (applied to below too), published year in Gregorian calendar (applied to below too). In case it is published on a book, fill the name of publisher, and published year.
If it is already posted and accepted by an academic society but not published yet at the timing of degree Dissertation submission, fill the name of the journal and accepted date for a journal, publisher name and expected publishing date if it is on a book.
- 3 If the content of degree Dissertation has published partially or dividedly including under printing, list it up as a reference Dissertation, and attach a copy of it.
The Dissertation which has no direct relation with the degree Dissertation but only referred from it, such Dissertation shall be listed as “others” of reference. If no reference, write down “No reference”.
- 4 Dissertation list shall be made as per Attachment 3.

III SUMMARY OF THE DISSERTATION

- 1 Title including subtitle shall be written exactly the same as the title shown on the Dissertation submitted.
- 2 Summary of the Dissertation shall be written on A4 size paper, and shall not exceed 4,000 characters or 1,500 words if it is written in English.
- 3 Summary of the Dissertation shall be written in the format of Attachment 4.

IV CURRICULUM VITAE

- 1 Name, date of birth and permanent address shall be written strictly same as shown on official copy of a part of family register.
- 2 Present address shall be written same as the address shown on resident register.
- 3 Educational Background
 - (1) Fill the educational records including and after high school in due order.
 - (2) Fill the records of entrance, graduation, completion, leave of absence, leaving school and all other events
 - (3) Educational background in this Graduate School shall be filled as:

1 April, yyyy	Department of ○○○○, Graduate School of Biosphere Science (Master's course), Hiroshima University	Admission
1 April, yyyy	Department of ○○○○, Graduate School of Biosphere Science (Doctoral course), Hiroshima University	Advance
dd March yyyy	Department of ○○○○, Graduate School of Biosphere Science (Doctoral course), Hiroshima University	Expected completion

The person who entered to the doctoral course from other Graduate School shall fill "admission" instead of "advance" in the above.

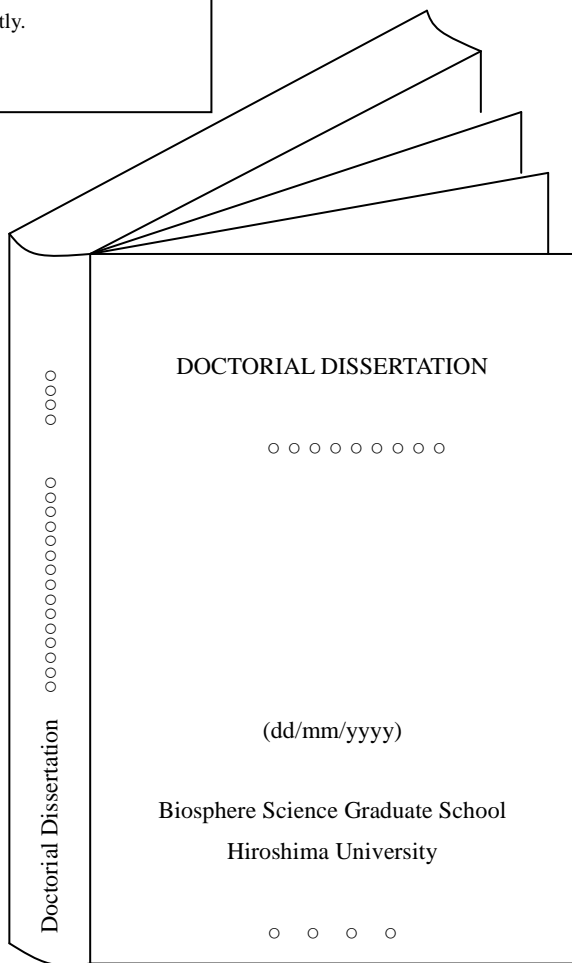
- 4 The person who has experience of job or research, rewards and punishment, including the record of prize awarded by academic association, shall list in due order.

V PUBLISHING OF DISSERTATION

- 1 The person who is awarded the doctor's degree shall publish his Dissertation within one year after the award in accordance with Section 1, Article 14 of Degree Regulations of Hiroshima University (hereinafter called "Regulations").
- 2 Notwithstanding the above 1, Dissertation may be published dividedly or partially. However, in case it is published partially for a particular reason, a summary shall be published instead of the full document of Dissertation.
- 3 Publishing shall be through a publication of a book form or academic journal (hereinafter called "Publication")
- 4 In case the distribution is limited such as publication in his or her own account, it is treated as the publication if distributed to the Universities and academic associations. In this case, attach a list of distributed organizations.

Attachment 1-1

[Spine Label]
Print Doctorial Dissertation,
title of Dissertation and your
name as per Attachment 1-2,
1-3 directly.



[Next page of the heading]
If applicant requires, attach a signature of
Academic supervisor and the Head of
Graduate School.
Where it is not required, this page is not

[Heading]
Fill as same as cover sheet (Attachment 1-2, 1-3).
However, the Dissertation of the course doctor,
fill the major after the course of Graduate School.

[End paper]

[Cover sheet]
Print out Doctor Dissertation, title of
Dissertation, year and month, name of Graduate
School, your name as per Attachment 1-2 and
1-3.
If it is written in Japanese, print all in Japanese,
and print all in English if written in English.
English translation shall be "Doctoral
Dissertation"
Position of title indication shall be in one third of
upper part of the cover sheet. Month and year
shall be the date of completion of review of
Dissertation for course doctor, and the submitted
month of application form for the examination of
Doctoral Dissertation. Name of Graduate
School shall be filled only in the case of course
doctor, but shall not fill in the case of
Dissertation doctor.
Month and year, name of Graduate School and
your name shall be filled in the lower area of one
third of cover sheet.

(1) If the text is written in Japanese

[Spine]

[Cover]

[Title page]

博士論文
生物圏科学に関する研究

広島一郎

博士論文
生物圏科学に関する研究

平成〇〇年 3月（又は、9月）
広島大学大学院生物圏科学研究科
広島一郎

博士論文
生物圏科学に関する研究

平成〇〇年 3月（又は、9月）
広島大学大学院生物圏科学研究科
〇〇〇〇〇専攻
広島一郎

(2) If the text is written in English

[Spine]

Doctoral Thesis Studies on Biosphere Science Ichiro Hiroshima

[Cover]

[Title page]

Doctoral Thesis
Studies on Biosphere Science

Ichiro Hiroshima
Graduate School of Biosphere Science
Hiroshima University
March (or September) 20〇〇

Doctoral Thesis
Studies on Biosphere Science

Ichiro Hiroshima
Department of 〇〇〇〇〇
Graduate School of Biosphere Science
Hiroshima University
March (or September) 20〇〇

LIST OF PUBLICATIONS

Name (Seal)

Dissertation ○○○○○○○○○○○○○○○○○○○

Note: Fill Japanese translation if the Dissertation is written in English.

Publication Publish summary in bulletin of Biosphere Science Graduate School, Hiroshima
 Method University and publish dividedly as shown below.

- | | |
|---------------------|---|
| Chapter 1 | Related Dissertation 1 |
| Chapter 2 Section 1 | Related Dissertation 2 |
| Chapter 2 Section 2 | Related Dissertation 3 |
| Chapter 3 | Posted to ○○ academic association journal, and accepted on (dd/mm/yyyy) |
| Chapter 4 | To post to ○○ academic association journal (Expected on dd/mm/yyyy) |

Reference Papers

I Related Publications

- 1 Authors name, title, name of journal, volume (or No.), pages (the first and the last pages. Same for all below), published year.
- 2 Authors name, title, name of journal, volume (or No.), pages, published year.
- 3 Authors name, title, name of journal, (Under Printing : Accepted date)

Note: Reference paper means the Dissertation in which Doctorial Dissertation is published including under printing.

II Others

- 1 Authors name, title, name of journal, volume (or No.), pages, published year.
- 2 Authors name, title, name of journal, volume (or No.), pages, published year.

Note: In “Others” section, list up the Dissertation published by the person who submit the Dissertation but these have no direct relation or only referred. List up major ones only if there is too much Dissertation.

Note: Paper size shall be A4 size.

“Reference papers (Related papers) in relation to course doctor Dissertation” Operating Committee of Graduate School, 2 June, 1997.

Reference papers (Related papers) in Dissertation of the course doctor shall include one paper or more made by him or her as the prime writer, and published in academic journal which has review system. This is applied from the persons entered or proceeded to the last half of doctor course in 2012.