



GUIDELINES FOR THE CUMULATIVE DISSERTATION

(Dr. med., Dr. med. dent., Dr. rer. biol. hum., Dr. rer. nat. and Ph.D. Medical Research)

The information in these guidelines can be found in the corresponding Examination Regulations or was decided upon by the Doctoral Committees.

A. Requisites for a cumulative dissertation

1. You do not need to apply for submitting a cumulative dissertation. However, only original work published in the top 80% of the subject-related journals (<http://admin-apps.webofknowledge.com/JCR/JCR>) will be accepted for cumulative dissertations.
2. A **minimum** of 2 articles must be accepted or published in peer-reviewed, international journals. At least one of these articles must be published as first author.

A **shared first-author** is possible and will be accepted as a regular first-author publication. Please note that as with co-authors, your own contribution must be shown in great detail. Further, you must submit an explanation as to how a shared first-authorship came to be.

For dissertations in human medicine and dentistry that were registered after October 1, 2018, a **publication-based dissertation** can be submitted even if only a very high-quality publication is available. The prerequisite is that the doctoral candidate is the sole first author of the publication and that it has been published in a journal which, based on its impact factor, is among the best 30% in the respective field.

3. The publications must be **original work**.
4. For all dissertations in human medicine, dentistry and human biology that have been registered before October 1, 2018, publications used in the cumulative dissertation are not allowed to be part of another cumulative (current or completed) dissertation, either of your own or one of the co-authors.
5. The following publication forms are not allowed to or can only be used in certain cases for a cumulative dissertation:
 - a. **Short Report** – if it corresponds to a publication on original work in form and content, then it can be used. Subject to decision on a by-case basis by the Doctoral Committee.
 - b. **Letter** – if it is published in a journal with a double-digit impact factor and the data presented is equivalent to that of original work, then it can be used. Subject to decision on a by-case basis by the Doctoral Committee
 - c. **Methodological Publications**. Subject to decision on a by-case basis by the Doctoral Committee.
 - d. **Meta-Analysis** – you can submit a maximum of one meta-analysis for your cumulative dissertation. The second publication must be based on original work.
 - e. The following publication forms may not be used: **review-articles, case studies**
6. Unpublished manuscripts, review-articles and case studies; as well as short reports, letters and methodological publications, which have been declared insufficient after case-by-case evaluation by the Doctoral Committee, can be added in a cumulative dissertation but have to be clearly labeled as additional contributions. Such additional contributions cannot replace the two main articles required by section A2 under any circumstances. Additional contributions can only help to provide better scientific context and a more complete picture about the candidate's scientific work.

B. Formal composition of a cumulative dissertation

1. The dissertation can be submitted either in German or English.
Please note: only dissertations written in English are accepted for the PhD!
2. Cover page (title, name, place of birth, year)
3. Affidavit
4. Table of contents
5. Abbreviations
6. Publication list
7. Confirmation of co-authors
The contribution of all co-authors must be confirmed and submitted separately. This applies also to additional contributions as outlined by section 6A.
8. Introduction
The publications must be preceded by an introduction (5 – 10 pages, German or English), which describes the research project, as well as showing which higher problem connects the publications and which aspects are highlighted by the individual papers.
In case of co-authorship, your own contribution must be described in detail for every original work (section A2) and all additional contributions (section A6).
For **publication-based dissertations** (see A2), the introduction must be very detailed and integrate the work into the scientific context (about 10 pages).
9. Summary
The summary must be submitted in both German **and** English.
Please note: for the PhD, points 8 and 9 are combined in an “introductory summary”, which is to be written in English.
For **publication-based dissertations** (see A2) a detailed summary in your own words must be written (usually 2 pages). This summary must clearly explain the doctoral student's own contribution (ideally in a separate chapter).
10. Publication I
11. Publication II ^(*)
12. References
13. Acknowledgements
14. Curriculum vitae

^(*) You are, of course, allowed to submit more than 2 publications for a cumulative dissertation, as long as these fulfil the criteria mentioned under (A.).