

LEIBNIZ UNIVERSITY HANNOVER

General guidelines for the submission of postdoctoral teaching qualification (habilitation) theses to the TIB (pursuant to Senate resolution of 15 Feb. 1984, as amended at Senate meetings of 19 Dec. 1984, 9 Jul. 1997 and 31 Jan. 2018)

1. The habilitation thesis may be submitted to the TIB in printed as well as in electronic form.
2. Where the habilitation thesis is submitted in printed form and where it is published with a publishing house, as self-publication or by way of self-publishing, the habilitated person shall, without further request, submit to the TIB 3¹ copies of the habilitation thesis immediately following completion of the habilitation – as a general rule, after the inaugural lecture (sec. 12). The printout should be made on age-resistant, wood and acid-free paper and should be durable bound. Copies shall be accompanied by a title page in accordance with Appendix III. The submission of an additional electronic version of the habilitation thesis to the TIB by the habilitated person would be welcome. In case of a self-publication or self-publishing, Annex II must be signed.
3. Where the habilitation thesis is submitted to the TIB in electronic form, its data format and data media shall be agreed with the TIB. The habilitated person shall grant the TIB the rights specified in Annex I.
4. If several works are submitted and approved instead of one habilitation thesis, the habilitated person shall be obliged to submit to the TIB a title page and a complete list of the individual works with precise bibliographical details in accordance with Annex III (sec. 2 (3)). If parts of the habilitation thesis are published as a special edition, the habilitated person shall grant to the TIB the right to produce up to 4 additional copies². Annex II must be signed.
5. Where a habilitation thesis was co-authored by several persons (sec. 2 (4)), copies shall be submitted by each of the habilitated persons in accordance with nos. 1 - 3. The title page drafted in accordance with Annex III must contain a note indicating the part of the work to be dealt with under the respective habilitation proceedings.
6. The TIB shall inform the faculty in writing about the submission of the habilitation thesis.
7. In addition, the special terms and conditions stipulated in the habilitation regulations of the LUH and the respective faculty must be observed

Notes

¹⁾ 3 Ex.: 3 TIB

²⁾ 5 Ex.: 3 TIB; 2 German National Library