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## Information for postgraduate doctoral candidates following the oral exam Munich School of Management (Fakultät für Betriebswirtschaft)

### Submission

of mandatory copies within **the 24 months** period following the oral exam

Submission options	Required documentation
Submission as published book	→ 5 copies → binding must include faculty title page → guaranteed minimum print run of 150 copies
Submission with copies printed in a copy shop	→ 80 copies
Submission as microfiche	→ 3 copies printed in a copy shop + 50 microfiches + 1 master fiche
Electronic submission	→ <b>not applicable!</b>

Checklist	Important
Corrected print copies	→ print format A 4 or A 5 → permanent binding
Must appear on page 2	→ name of referees → date of "Promotionsabschlussberatung", the final consultative meeting of the "Promotionsausschuss" (Doctoral Degrees Board)
Inscription on cover	→ with front of the faculty title page <a href="http://edoc.ub.uni-muenchen.de/cover/index.html">http://edoc.ub.uni-muenchen.de/cover/index.html</a>
Published books	→ front and back of the faculty title page to be bound into all mandatory copies! → in the imprint: Diss., Ludwig-Maximilians-Universität, <year of the oral exam>
Curriculum vitae, affidavit	→ not required!

### Submission

Ludwig-Maximilians-Universität München  
University Library  
Publikationsdienste Dissertationen (Publication Services Theses), Room 1108  
Leopoldstr. 13, Haus 1  
80802 München

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### Opening hours of the Publikationsdienste Dissertationen (Publication Services Theses)

Monday to Friday from 9 am to 12 pm

### Doctoral certificate

- will be issued following submission of the mandatory copies, within approx. 4 weeks
- collection from the Dean's Office

### Right to bear the doctorate title

applies only after the Doctoral Certificate has been issued