

To: KUT doctoral program students

Translation

From: Director, KUT Library and Information Network

Doctoral Dissertation Database Creation and Publication

Information regarding the submission of the doctoral dissertation.

1. Deadline for submission of doctoral dissertation

- (1) Deadline for submission of doctoral dissertations: Day of your Graduation Ceremony
- (2) You will be able to make changes to your doctoral dissertation until the day before commencement. You will not be able to make any changes to your doctoral dissertation after that day.

2. How to Submit your Doctoral Dissertation

- (1) Save your doctoral dissertation in PDF format onto a CD-R and submit it to the Education and Student Affairs Division.
- (2) Inform your main advisor first, and then submit a CD-R to the Education and Student Affairs Division.
- (3) Write "Doctoral Dissertation", the year of your graduation, and your name and student ID number on the CD-ROM with a permanent marker.
- (4) The name of the PDF document should be "xxxxxxx (your student ID number).pdf".
- (5) If the doctoral dissertation has been saved in more than one file, please put them together into one file, if possible.

3. Submission of "Agreement Form"

- (1) Since doctoral dissertations are in principle premised on the assumption that they will be made available to the public, permission must be obtained from the copyright holders. Please submit the attached "Agreement Form" to the Education and Student Affairs Division along with the CD-R.
- (2) Deadline for submission of the "Agreement Form": Day of your Graduation Ceremony

4. Publication of doctoral dissertations

- (1) Doctoral dissertations will be registered and saved in the Kochi University of Technology Academic Resource Repository (*).
- (2) Prospective date for publication is expected to be within 6 months of your graduation.

*The Kochi University of Technology Academic Resource Repository is a system which saves research achievements completed at KUT in an integrated manner.

(URL <http://kutarr.lib.kochi-tech.ac.jp/dspace/>)

AGREEMENT FORM

Date: _____

I grant the Kochi University of Technology Library permission to create a database of my doctoral dissertation in the Kochi University of Technology Academic Resource Repository and to use the database as stated below.

Name		
Course/ student ID No.		
Degree acquisition (year/month)		
Title		
Author's name		
Advisor's name		
Contact	Address	
	Phone number	
	E-mail address	

<Note>

1. This form is an agreement to publicize my doctoral dissertation on the Internet under the Right of Reproduction and Public Transmission of Copyright Law.
2. Copying, printing and downloading may be only implemented for the purpose of research or education.
3. At the time of publication, advisor's approval is required.
4. If you wish to delay the publication of your doctoral dissertation, please fill out the following section.
5. Items written in this Agreement Form will not be used for any other purpose other than those mentioned in this form.

5. Delay of the publication of a doctoral dissertation

The publication of a doctoral dissertation can be delayed when intellectual property protection is concerned, such as application for patent or publication in an academic journal.

If you wish to delay the publication of your doctoral dissertation, please write giving the reason and when you wish to publish your doctoral dissertation.

Reason	
Time you wish	

Note:

- 1) Doctoral dissertations must be published within a year from the day when the author was awarded a doctoral degree.
- 2) Changes to your doctoral dissertation may be made until the day before commencement. You cannot make any changes to your doctoral dissertation after that day.
- 3) Deadline for doctoral dissertations (pdf format) is date of your graduation ceremony.

Signature: _____