

GUIDELINES FOR CUMULATIVE DISSERTATIONS

FACULTY OF ECONOMICS AND SOCIAL SCIENCES - UNIVERSITY OF POTSDAM



A cumulative dissertation presents the results of a doctoral candidate's research not in the form of a monograph, but as a collection of papers that have been submitted to or published in recognized academic journals. The cumulative dissertation must be equivalent in academic value and coherence to a monograph (see § 5 of the Doctoral Regulations dated July 10, 2013).

A minimum of three academic papers is required, with at least one authored solely by the doctoral candidate.

The dissertation must include a summary paper explaining how the included publications together form a coherent research program. For co-authored publications, the doctoral candidate must clearly state their individual contribution to each work. This declaration must be confirmed by the co-authors. Original signed co-author declarations must be submitted, and copies must be included in all printed versions of the dissertation.

Evaluation of a Cumulative Dissertation – Requirement for a Third Review

In accordance with § 7 of the Doctoral Regulations (dated July 10, 2013), the Doctoral Committee typically appoints two reviewers.

Based on a resolution passed on October 25, 2017, the Doctoral Committee of the Faculty of Economics and Social Sciences at the University of Potsdam decided that reviewers who are co-authors of papers of a cumulative dissertation are not allowed to review the co-authored papers.

If half or more of the papers are co-authored with either the first or second reviewer, the committee will appoint a third reviewer in accordance with § 7 (1) of the Doctoral Regulations.

Submission Requirements for Cumulative Dissertations

A cumulative dissertation must be clearly identified on the title page and must be submitted in bound form with continuous page numbering.

The following documents must be submitted:

- Informal written request to initiate the doctoral procedure (via email)
- Five printed and bound copies of the dissertation (for monographs: four copies)
- Short summary (integrated into the dissertation)
- Overview table (integrated into the dissertation) listing: Number of papers, Full titles, Co-authors, Journal names, Submission status (e.g., submitted / published)
- Curriculum vitae
- Proof of participation in two doctoral colloquia
- Declaration of authorship and consent to plagiarism check (integrated into the dissertation)
- Co-author declarations for joint publications (integrated into the dissertation)
- If submitted under the Doctoral Regulations of August 27, 2002 (§ 7 (2)): a certificate of good conduct (police clearance certificate)

Additionally, submit by email:

Dissertation (PDF), Summary, Curriculum vitae, Co-author declarations