

1. Introduction

In accordance with partial amendment of the Regulations for Academic Degrees (Ordinance of the Ministry of Education No. 9 of 1953), publication on the Internet is required in place of the previous binding of hard copies for students receiving doctoral degrees after April 1, 2013.

The United Graduate School of Agricultural Sciences requires the submission, at the time of application for degree and after granting of the degree, of the forms and publication data of doctoral thesis, etc., by a student who receives a doctoral degree after April 1, 2013. As submitted Data shall not only be retained at the University but also sent to the National Diet Library, there are detailed regulations on preparation thereof. Hereinafter the details will be described and students shall submit materials to the administrative office of the United Graduate School after confirming the content.

2. Before Data Preparation**(1) Treatment of Copyright**

For treatment of copyrights in doctoral theses and online publication of the summaries in place thereof, it is necessary for students to confirm the terms and conditions of journal publishers, etc., because many students will publish content from doctoral theses on the Internet when the major theses are to be or have been published in journals, etc. Please confirm the copyright regulations of the publishers using the academic society copyright policy database (SHERPA/RoMEO and SCPJ) in the “Kagoshima University Repository,” posted on the home page of Kagoshima University.

Search method is posted on the home page of the United Graduate School of Agricultural Sciences.

<http://homeugs.agri.kagoshima-u.ac.jp/> → Dissertations → Publication of Doctoral Thesis on the Internet

If you are not sure about the details, you can inquire with the following contact.

Contact of Consultations on Treatment of Copyright related to Repository Registration (Annexed Library, Academic Content Section)
TEL: 099-285-7445, Ext. 7445

(2) Text Recognition

Submitted data, in particular PDF files, shall not be accepted as the submitted documents unless optical character recognition has been employed and the text is searchable. Please submit only PDF files created on PC and not simple scanned images of the hard copies.

(3) List of Submitted Articles

The submitted articles in connection with online publication of doctoral theses are set forth in the list below, and students are required to submit materials to the administrative office of the United Graduate School of Agricultural Sciences by the due date. The details are as follows.

Submitted Articles	Required Person	Due Date of Submission Method of Submission
Online publication of doctoral theses (Exhibit Form 1)	All	At the time of thesis submission. Paper
Online Publication 1 “Data Form 1” “Abstract of Thesis (one copy each in Japanese and English), PDF”	All	1 st Semester: August 31 2 nd Semester: January 31 Input by Website
Online Publication 2 “Data Form 2” “The entire doctoral thesis (PDF)”	All	1 st Semester: September 14 2 nd Semester: February 28 Input by Website
Online Publication 3 “Summary of Doctoral Thesis (PDF)”	All students who chose publication of thesis summary	1 st Semester: September 14 2 nd Semester: February 28 Input by Website

3. Articles to accompany submission of doctoral thesis**Online Publication of Doctoral Theses (Exhibit Form 1)**

Download the prescribed form from the home page of the United Graduate School of Agricultural Sciences
<http://homeugs.agri.kagoshima-u.ac.jp/>

Please choose either “publication of entire thesis” or “publication of thesis summary” on the Internet. We assume more students will choose “publication of thesis summary” if they contributed major theses to academic journals due to copyright matters and in such cases, please enter the reason for choosing publication of the summary including examples.

4. Articles to be submitted for review before the Graduate School Faculty Meeting (1st Semester: August 31; 2nd Semester: January 31)

Online Publication1

[1] Data Form 1 (Excel): includes the name of the person applying for the degree, the title of the doctoral thesis, and the name of the advisor, etc.

File name: Course Doctor “**Form 1_Family Name_First Name_Student ID Number_Year (A.D.).xlsx**”
Ronpaku “**Form 1_Family Name_First Name_TO_Year (A.D.).xlsx**”

[2] Abstract of Thesis (PDF) (1 copy each in Japanese and English)

Register the PDF file “Abstract of Doctoral Thesis” (Degree Form No. 3) submitted at the time of application for doctoral thesis.

File name: Course Doctor “**Abstract_Family Name_First Name_Student ID Number_Year(A.D.)Japanese.pdf**”
Ronpaku “**Abstract_Family Name_Name_TO_Year (A.D.)English.pdf**”

5. In place of the previous binding of hard copies, submission of the entire doctoral thesis and summary (1st Semester: September 14, 2nd Semester: February 28)

(1) Online Publication2

You should submit “Data Form 2” (Excel) and the entire doctoral thesis is registered (PDF).

In 3 above, it is necessary for the student who answered “I will publish a summary in place of the entire doctoral thesis” to submit the entire doctoral thesis. In such a case, the entire thesis will not be published and it will be retained at the Library, etc., to be made available at the request of readers.

[1] Data Form 2 (Excel): includes the name of the person applying for the degree, the title of the doctoral thesis, and the name of the advisor, etc.

File name: Course Doctor “**Form 2_Family Name_First Name_Student ID Number_Year (A.D.).xlsx**”
Ronpaku “**Form 2_Family Name_First Name_TO_Year (A.D.).xlsx**”

[2] Entire Doctoral Thesis (PDF)

After preparing the entire doctoral thesis in Word, etc., register a PDF version.

File name: Course Doctor “**Thesis_Family Name_First Name_RNK999_Year (A.D.).pdf**”
Ronpaku “**Thesis_Family Name_First Name_RNK999_Year (A.D.).pdf**”

*Diploma abbreviation of the United Graduate School of Agricultural Sciences is RNK.

(2) Online Publication3

A student who answered in 3 above as “I will publish a summary in place of the entire doctoral thesis” shall be required to prepare the summary for online publication and submit with Online publication2.

After preparing a summary by a prescribed form(word), register a PDF version.

A student who answered in 3 above, “I grant permission to publish the entire doctoral thesis on the Internet” shall not be required to prepare the summary.

File name: Course Doctor “**Summary_Family Name_Fiest Name_RNK999_Year (A.D.).pdf**”
Ronpaku “**Summary_Family Name_Fiest Name_RNK999_Year (A.D.).pdf**”

6. Website

The United Graduate School of Agricultural Sciences, Kagoshima University →

<https://svyugs.agri.kagoshima-u.ac.jp/enquete/>

Questionnaire → Online publication1・2・3 Ref.”Input method of Online Publication”