

PUBLICATION OF PHD THESIS

Regulations of 1990

→ *Except for possible delays and a possible cancellation of graduation ceremonies (in this case the diplomas will be sent by postal mail), this procedure is not affected by the pandemic*

Regulations:

[Règlement de doctorat du 18 décembre 1990](#), Art. 23-27 « Publication et diplôme »

Art. 22

² Ce certificat est renouvelable mais, en règle générale, pas plus de deux fois pour deux ans.

(« Art. 22²: This certificate is renewable, but allows, as a general rule, no more than two renewals for a two-year period »)

Request for an extension of the validity period of the certificate:

- Send the original certificate to the address of the Dean's Office and make sure the return address of the sender is included.
- If the certificate has already been renewed two times, a further extension may be obtained only upon receipt of a duly motivated request. In its absence, a further extension is rejected and the thesis is immediately published according to the « FOLIA » variant described below.

V. PUBLICATION DE LA THÈSE ET DIPLÔME

Art. 23

¹ L'approbation du premier rapporteur est strictement exigée pour l'impression de la thèse. Si une thèse imprimée ne tient pas compte des conditions imposées par les deux rapporteurs, son acceptation et l'attribution du diplôme peuvent être refusées.

² Pour pouvoir porter le titre de docteur, le candidat doit faire imprimer sa thèse et en déposer 6 exemplaires [avant : 40, abrogé] à la Bibliothèque cantonale et universitaire de Fribourg.

³ Au moment du dépôt de ces exemplaires, le candidat doit être en possession d'un certificat provisoire valide.

Art. 24

¹ La page de titre de la thèse doit porter l'indication suivante : « Thèse de Doctorat présentée devant la Faculté des lettres et des sciences humaines de l'Université de Fribourg, en Suisse. »

² Chaque exemplaire doit en outre porter la mention : « Approuvé par la Faculté des lettres et des sciences humaines sur proposition des professeurs NN (premier rapporteur) et NN (second rapporteur). Fribourg, le (date de la soutenance de la thèse). Le Doyen Prof. NN. »

(« V. Thesis publication and diploma. Art. 23¹: The approval by the first supervisor is strictly necessary for the thesis to be printed. If a printed thesis does not take into account the conditions imposed by both supervisors, its approval and the award of the diploma may be refused. ²: To be authorised to use the title of doctor, the candidate is expected to print his/her thesis and to deposit 6 copies [previously: 40, repealed] with the Cantonal and University Library of Fribourg. ³: At the time of the deposit of these copies, the candidate must be in possession of a valid provisional certificate.

Art. 24¹: The title page of the thesis should contain the following statement: « Thèse de Doctorat présentée devant la Faculté des lettres et des sciences humaines de l'Université de Fribourg, en Suisse. »²: Moreover, each copy should mention the following: « Approuvé par la Faculté des lettres et des sciences humaines sur proposition des professeurs NN (premier rapporteur) et NN (second rapporteur). Fribourg, le (date of thesis defence/PhD viva). Le Doyen Prof. NN. »



TWO PUBLICATION VARIANTS:

- 1 – Publication through a publishing company
- 2 – Publication on a Unifr FOLIA electronic platform + UNIPRINT publishing (or similar)

VARIANT 1 – PUBLICATION THROUGH A PUBLISHING COMPANY

Directly submit or send 6 copies of the publication to the Cantonal and University Library (BCU): fausto.dicrescenzo@fr.ch, tel. 026 305 13 16.



During construction work at BCU headquarters (rue Joseph Piller 2), the building is closed and BCU services have been moved:
Information : <https://www.fr.ch/bcu>

Submitting the copies of the thesis personally:

Bibliothèque Cantonale et Universitaire
Beauregard
Service des thèses
Rue de la Carrière 22
1700 Fribourg

Submitting the copies of the thesis by postal mail:

Bibliothèque Cantonale et Universitaire
Polytype
Service des thèses
Route de la Glâne 26
1700 Fribourg



These 6 copies must imperatively include the following statements (art. 24), e.g. at the beginning of the book on the imprint or copyright page:

- Thèse de Doctorat présentée devant la Faculté des lettres et des sciences humaines de l'Université de Fribourg
- Approuvé par la Faculté des lettres et des sciences humaines sur proposition des professeurs NN [*thesis supervisor/1st report writer*], XX [*2nd report writer*] [*possibly YY (3rd report writer), etc.*] Fribourg, le [*date of thesis defence/PhD viva*] Le Doyen [*or La Doyenne*] Prof. NN [*the Dean at the time of the thesis defence/PhD viva*]

Note: The publisher has no obligation to publish these two statements in the book. However, the inclusion of these statements in all 6 copies to be deposited with the BCU is mandatory. It is possible to print both statements separately 6 times on stickers and to apply the stickers e.g. on the imprint or copyright page. The same applies to all specific statements linked to your particular case (see FAQ, link at the end of this document).

Attestation and diploma: The BCU sends one of the 6 copies to the Dean's Office. Here the compliance with the regulations is verified. Once this has been done, the Dean's Office issues the PhD attestation and sends it together with the invitation to the graduation ceremony.

**VARIANT 2 - PUBLICATION ON FOLIA ELECTRONIC PLATFORM
+ [UNIPRINT PUBLISHING](#) (or similar)**

- 1) **FOLIA online publication:** get in touch with the [Research Promotion Services](#), contact person: Tatjana.Matic@unifr.ch.
- 2) **Printed publication** (points 1 and 2 can be carried out simultaneously): Directly submit or send 6 copies of the publication to the Cantonal and University Library (BCU), contact person: fausto.dicrescenzo@fr.ch, tel. 026 305 13 16.



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- Thèse de Doctorat présentée devant la Faculté des lettres et des sciences humaines de l'Université de Fribourg
- Approuvé par la Faculté des lettres et des sciences humaines sur proposition des professeurs NN [*thesis supervisor/1st report writer*], XX [*2nd report writer*] [*possibly YY (3rd report writer), etc.*] Fribourg, le [*date of thesis defence/PhD viva*] Le Doyen [*or La Doyenne*] Prof. NN [*the Dean at the time of the thesis defence/PhD viva*]

Attestation and diploma: Ms Matic informs the Dean's Office that the thesis has been published; the BCU sends one of the six copies of the publication to the Dean's Office, where the compliance with the regulations is verified. Once this has been done, the Dean's Office issues the PhD attestation and sends it together with the invitation to the graduation ceremony.



You will find frequently asked questions [HERE](#)

For any question not included among the FAQ, please contact the Dean's Office of the Faculty of Humanities: esther.rossmann@unifr.ch.

Postal address of the Dean's Office:

Université de Fribourg
Faculté des lettres et des sciences humaines
Décanat
Avenue de l'Europe 20
1700 Fribourg