

Preparations prior to submission of your PhD thesis

4-8 weeks (or more) prior to submission

The assessment committee must be appointed (consisting of three members of which one must be appointed chair of the committee and must be employed with AAU). The members must be professors, full-time associate professor or of similar qualifications. The committee must consist of both men and women unless particular conditions applies. The PhD committee at the Doctoral School has 3 days to approve the members of the assessment committee. The PhD student or the author is entitled to object to the members appointed within a period of one week

1 week prior to submission

Your supervisor must send in a signed supervisor statement in original paper version to the Doctoral School

Within two months of the submission of the PhD thesis,

The assessment committee must make its recommendation to the institution as to whether the PhD thesis fulfils the requirements for the award of the PhD degree. The month of July is not included when calculating the two-month deadline. The recommendation must be reasoned, and in the event of disagreement, the majority will prevail. The institution sends a copy of the recommendation to the PhD student or the author as soon as possible

PhD defence

The defence takes place two weeks after the assessment committee's submission of its recommendation, at the earliest and within three months of the submission of the PhD thesis. The PhD thesis must be defended publicly in accordance with rules laid down by the institution. At the defence, the PhD student or the author must be given the opportunity to explain his or her work and defend the PhD thesis before the members of the assessment

20 working days prior to upload

A pdf-version of the thesis (not necessarily the final version) must be send to the Doctoral School for a preliminary reference check

Submission of PhD thesis in PURE.

Make sure the thesis is formatted according to the guidelines at AAU: (<https://www.en.team.vbn.aau.dk/phd-submission/>). Remember to send a mail to the VBN-office regarding your choice of front page. Remember to hand in the following: a resume in English and Danish, authorship declarations in case your thesis contains articles, a signed declaration that your thesis has not been reviewed earlier with the purpose of acquiring the PhD-degree or other degree in Denmark or abroad:

The assessment committee submits its preliminary recommendation

to the Doctoral School. The recommendation must be in compliance with the doctoral school's guidelines. The recommendation must be approved by the director of the doctoral school, before it is forwarded to the PhD student.

Immediately following the defence, the assessment committee must make its recommendation as to whether the PhD degree should be awarded and must notify the institution and the PhD student or the author thereof. The recommendation must be reasoned, and in the event of disagreement, the majority will prevail.