

# kup

kassel university press

## Publication of your doctoral thesis with kup

kassel university press ([kup](#)) is the University of Kassel's own publishing house and part of the university library's open access publication service. At kup, you have the opportunity to publish your dissertation electronically and in print: via the document server KOBRA, your work is freely accessible worldwide and simultaneously available as high-quality print-on-demand (PoD) via stationary and online bookstores.

### Benefits of kup

- Publishing in kup is fast, uncomplicated and affordable,
- kup has a very author-friendly rights policy (cf. [Copyright and rights of use](#)),
- the digital printing process enables the production of short runs and reprints as needed. In addition to a "starting edition," your work can be ordered as PoD through both stationary and online bookstores,
- the (parallel) publication of the work on KOBRA is accompanied by all the benefits of KOBRA, such as:
  - Increased visibility, not least due to findability via the common search engines as well as via special scientific services (also full-text search),
  - long-term archiving and availability as well as citability via DOI,
  - Inclusion in the German National Library (DNB), the catalogue of the Kassel University Library ([KARLA](#)), the [WorldCat](#), and others.

### Our services

The publishing services include

- Advising on the optimal publication concept for you,
- Formal checking of manuscripts, processing of the author-produced PDF file for publication, organizing of the production of physical media (printing),
- Publishing your work online in open access, long-term archiving your publication, reporting it to the German National Library, listing it in the central directory of available books and making it available in stationary as well as online bookstores via PoD.

**Please note:** For additional services (proofreading, formatting, editing, language editing, typesetting, translation, special cover design), third party providers can be engaged if required. Their services will be agreed and invoiced separately with the user.

## Publication costs

The publication costs include a publishing fee and the estimated printing costs. You can use our [cost calculator](#) to check the estimated total costs in advance.

- The publishing fee includes, among other things, a formal proofreading/setting check, processing of the work for online publication as well as PoD printing (incl. standard cover), registration of the work with relevant service providers as well as ISBN and DOI assignment.
- Printing costs are covered by the author. They include
  - Copies for own use in desired quantity
  - 2 deposit copies for the German National Library
  - 2 publisher's copies
  - 6 copies for the dissertation position, if required. (cf. [Deposit copy regulation for dissertations](#))
  - Copies for the series editor, if required

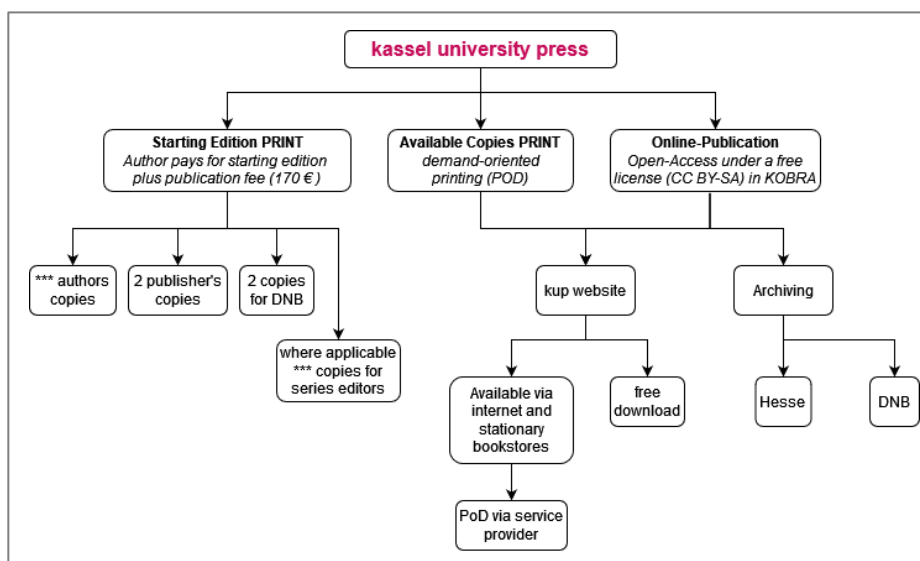


Figure 1: kassel university press model

## Publication process

- If you are interested in a publication via kup, please feel free to ask for a non-binding offer. The best way to do this is to use our [enquiry form](#).

**Please note:** Please be sure to check whether there is a publication series in your department within which dissertations are usually published!

- Once you have decided on a publication and determined the layout and print run, we will prepare a publishing contract.
- Simultaneously you submit the print-ready template as a PDF and select a cover.
- After we have checked the file and you have made any corrections, we will assign an ISBN and DOI, create cover and imprint, and order a print proof.
- After you have checked the proof, you authorize the printing.
- After completion of the printing, you will receive the requested copies for your own use.
- We will take care of the distribution of the obligatory and reference copies as well as the notification to relevant services and providers.
- In parallel, the online edition is created and published via [KOBRA](#) and our publishing website.

## Copyright and rights of use

At kup, we have an author-friendly rights policy: You as the author hold the copyright to the work, and you grant the publisher only the simple, i.e. non-exclusive, right of use for the requested types of publication. This does not affect your right to publish the work elsewhere (see also: Sample of [author contract](#) (German only)).

## Format specifications

As the author, you provide us with a print-ready PDF file. There are a few formal requirements that should be observed in order to achieve the best possible results in print. You can find our format specifications in detail for [download](#), as well as compactly on our [website](#) (both German only).

## Deposit copy regulation for dissertations

Whether and how many deposit copies you have to submit depends on the General Provisions for Doctorates (PromO) under which you are doing your doctorate. If your main procedure was opened before 24 September 2021, you are doing your doctorate in accordance with the PromO 2016; if it was opened after this date, the PromO 2021 applies to you. In the letter confirming the opening of the main procedure from the University of Kassel's Doctoral Office, you will find a reference to which PromO you are doing your doctorate in accordance with.

According to the [General Provisions for Doctoral Degrees at the University of Kassel dated 14 July 2021](#) (non-official translation), the publication obligation is completely fulfilled by the KOBRA publication.

If the publication is carried out in accordance with the [General Provisions for Doctorates 2016](#) (German only), you must submit a certain number of printed copies of your thesis to the thesis office. If you publish with kup, you have the choice of whether you

- submit six publisher's copies according to §16 para. 3c "Book publication via a publisher" or
- submit three printed copies, i.e. bound hardcopies of the online publication, according to §16 para. 3e "Online publication on the Kassel University Publication Server"

The reduction to three printed copies only applies to the doctoral degree regulations of 2016. If the doctorate was awarded in accordance with the [General Provisions for Doctorates 2012](#) (German only), six printed deposit copies must be submitted.

## Your contacts are

### For publishing via kup

Address:	Kassel University Library – kassel university press – Diagonale10 34111 Kassel
Author support: <i>(also personal appointments)</i>	✉: <a href="mailto:kup@uni-kassel.de">kup@uni-kassel.de</a> ☎: (0561) 804-2987
Homepage:	<a href="https://kup.uni-kassel.de/">https://kup.uni-kassel.de/</a>

### For data publishing

Contact:	✉: <a href="mailto:daks@uni-kassel.de">daks@uni-kassel.de</a> ☎: (0561) 804-3889
Homepage:	<a href="https://daks.uni-kassel.de/">https://daks.uni-kassel.de/</a>
FAQs	<a href="https://daks.uni-kassel.de/page/faq">https://daks.uni-kassel.de/page/faq</a>

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Contact:	✉: <a href="mailto:diss@bibliothek.uni-kassel.de">diss@bibliothek.uni-kassel.de</a> ☎: (0561) 804-2159

### For questions about the doctoral procedure

Postal address:	University of Kassel – PhD Office – Mönchebergstr. 19 34109 Kassel
Delivery/Visiting Address:	Campus Center, Moritzstr. 18, room 3143 34125 Kassel
Contact:	✉: <a href="mailto:doctorate@uni-kassel.de">doctorate@uni-kassel.de</a> ☎: (0561) 804-2205
Homepage:	<a href="https://uni-kassel.de/go/doctoraloffice">https://uni-kassel.de/go/doctoraloffice</a>