

**Rules for preparing the file
containing a digital version of doctoral thesis**

1. For APD, the written doctoral thesis is submitted in a digital form as a PDF file not exceeding 15 MB in size. When uploading the file, specify its type as **THESIS**. The prepared PDF document cannot be password protected.

The file name should be structured as follows: 2-digit abbreviation of the unit code, hyphen, then D, hyphen, abbreviation of the name of the scientific discipline, hyphen, number of the doctoral student's ID NUMBER, file extension “.pdf” (lower case).

For doctoral students who do not have a student's ID number, enter the number of the resource containing the thesis in APD - it can be found under the following address (e.g.: <https://apd.umk.pl/diplomas/137754/>).

Examples:

16-D-DS010304N-50101.pdf – this is the name of the file with the doctoral thesis in the discipline of medical sciences of a doctoral student with the album number 501001,

11-D-DS010501N-137754.pdf – this is the name of the file with the doctoral thesis in the discipline of economics and finance of a doctoral student who does not have an album number; information about the doctorate has the resource number 137754 in APD.

The list of unit codes (faculties) is available at:

<https://apd.umk.pl/documents/page/wydzialy/>

The list of scientific discipline codes is available at:

<https://apd.umk.pl/documents/page/kierunki/>

2. If other elements are attached to the doctoral thesis, e.g. source codes of computer programs, documentation of artistic work, etc., they are entered into the APD in a separate file compressed in a zip. format, whose size does not exceed 100 MB and which are defined as **OTHER**.