

The employees of the University of Life Sciences in Lublin are authorised to deposit materials.

Before depositing a file in the Repository of the University of Life Sciences, you should:

1. Check the copyright status of the material you wish to deposit.

[Copyright - tips](#)

2. Prepare a file.

[Instructions for file preparation](#)

3. You should read the Regulations, Licence of the Repository and the Declaration of the Depositor, determine the rules for access to the file and complete the required fields on the form in the process of self-depositing materials (auto-archiving) through the electronic platform.
4. If the author decides to deposit a file through the editorial office of the repository, he/she should provide the file on an electronic data storage device and the following documents signed by him/her to the Repository of the University of Life Sciences (Main Library of the University of Life Sciences, ul. Akademicka 15, room 411):
 - [Depositor's Declarations](#) (Appendix No. 1 to the Regulations);
 - [Licence Agreement](#) (Appendix No. 2 to the Regulations);
 - [Request](#) for the digitisation of materials (for non-digitised materials).
5. If the author decides to deposit his/her doctoral dissertation, he/she should provide the file on an electronic data storage device and the following declarations to the Repository of the University of Life Sciences (Main Library of the University of Life Sciences, ul. Akademicka 15, room 411):
 - Description of the doctoral dissertation
 - [Declaration of the author of the doctoral dissertation](#)
 - [Repository license](#)
 - For non-digitised dissertations: [request](#) for the digitisation of the doctoral dissertation.