

## Reprint permission template for contacting journals prior to thesis production

The below texts may be used by the doctoral student when asking the relevant journals' permission to reprint articles, including tables and figures as well as images, in their doctoral or licentiate thesis. Note that journals and publishing houses may have their own reprint permission forms, in which case, the doctoral student should primarily use those.

### Articles including tables/figures

*I hereby ask for permission to reprint the article [name of article], by [name of author/authors], published in [name of journal, year; volume: page numbers] including tables/figures for the purpose of my doctoral thesis. With your permission the final article will be given full acknowledgement.*

*Please confirm, by return email, if you agree to this reprint.*

### Images

*I hereby ask for permission to use your image/images of [name of image/images] published in [relevant information, e.g. name of journal; year; volume; page numbers] for the purpose of my doctoral thesis.*

*The image/images will be included in [e.g. chapter] of my thesis. [If relevant]: I will slightly alter the image by... (refer to image). [If relevant]: The doctoral thesis will be published in the [X] repository [insert web address] where it can be viewed and downloaded by anyone in the world. With your permission the included image/images will be given full acknowledgement.*

*Please confirm, by return email, if you agree to this use of your image/images.*