



To
Board of examiners, Master's Programme
Advanced Materials

via
Examination Office Natural Sciences
Heinrich-Buff-Ring 17
35392 Giessen

To be filled in by the Examination Office
Receipt Examination office (date):

Application for the Master's Thesis

Advanced Materials

Last Name, First Name

Matriculation Number

is admitted to the Master's thesis with the following topic:

Start of the thesis: _____ (filled in by the main supervisor)

Submission deadline: _____ (filled in by a representative of the board of examiners; the date will be recorded in Flexnow once approval has been granted)

Main supervisor (Prof.): _____
(Name) (Research group)

Second supervisor: _____
(Name) (Research group)

(Date / Signature of student)

(Date / Signature of main supervisor)

(Date / Signature board of examiners)

Special Regulations 7.36.07 Nr. 1, § 10 (unofficial translation, for informative purposes only)

(2) As a rule, the Master's thesis can only be started after the modules of the first three semesters have been passed. In individual cases, a further module may be completed parallel to the thesis. The board of examiners decides on exceptions.

(3) The Master's thesis can only be completed in the subject area in which a subject specialization (core modules) was taken. Exceptions to this can be approved by the board of examiners on the basis of a written application from the student.

(6) The completion period is 6 months. Overall, the topic must be limited in such a way that the Master's thesis can be completed with a workload of 900 hours. The board of examiners sets the latest submission date for the thesis.



Information on submitting your thesis can be found at this link:



Information on preparing and submitting your thesis

- You can find the calculated submission deadline in the Flexnow entry for the thesis module. If the calculated submission deadline falls on a Saturday, Sunday or public holiday, you may submit your thesis on the following working day. For submissions after the Christmas break, please check when the Examinations Office reopens in the new year. The thesis must be submitted by this date at the latest.
- The Examination Office must receive a printed copy of your thesis as well as a searchable electronic version (PDF, max. 15 MB) via email. You may submit the printed copy by mail (the postmark date will be considered the submission date), or by dropping it in the on-site mailbox (facility management's entrance HBR 17-19, or outside our office). Submission of the digital version does **not** count towards meeting the deadline.
- You must send the copies to the two reviewers yourself. Please consult with your reviewers to determine the format in which they would like to receive the thesis (printed, digital, or both).
- It is essential that the [thesis submission form](#) is completed in full, signed and submitted together with the thesis.
- You will not automatically receive your certificate by mail. If you would like to have your certificate mailed to you, please submit a self-addressed, stamped envelope with a stiff backing and your address clearly written on it to the Examination Office when you submit your thesis. If you are picking up your transcript in person, we will notify you by email as soon as it is ready for pickup. Please be sure to bring a valid government-issued ID with you when picking it up.

All Information from registering your BSc/MSc thesis to receiving your degree certificate are summarised on [this website](#):

