

Information sheet for the registration of Master's theses

In the Applied Geosciences degree program

(of may 2020)

1. The prerequisite for registering for the Master's thesis is fulfilled if 70 CP have been achieved.
2. In order to keep the registration on file, the internal form for the registration of the Master's thesis must be filled out together with the respective supervisors and sent by email to the chairman of the examination board (Prof. Armin Zeh) and a copy to the examination secretariat (Mirja Lohkamp-Schmitz) and both supervisors before the start of the thesis.



Registration%20Master%20Thesis.xlsx

3. The completion period begins with the binding issue of the topic of the Master's thesis. The time at which the topic is issued must be recorded by the supervisor and the student and filed with the Examination Board (see point 2).
4. As soon as the Examination Board has raised no objections to the start of the thesis, the thesis is set up in the Campus Management System (CAS). The student receives an e-mail from the system requesting him/her to register online. The examination secretariat then enters the processing time in the CAS and releases it.
5. 3 bound copies of the Master's thesis must be submitted after 6 months. Care must be taken to ensure that the submission date falls on a working day. The following working day is always chosen. (e.g. Sat. to Mon.)
6. In exceptional cases, the processing time can be extended, for which the student must submit an official request for an extension by e-mail to the chairperson of the examination board at least 2 weeks before submission.

If you have any questions, please contact the Examinations Office.