

## Application for Final Thesis

### To be filled in by the student: (Step 1)

Last name, first name: \_\_\_\_\_

Student number: \_\_\_\_\_ Degree program: \_\_\_\_\_

Degree:  Bachelor's  Master's

I herewith apply – according to the valid examination and study regulations - for admission to my final thesis. A list of my exams "Leistungsübersicht (alle Leistungen)" (exported from QIS) and the enrollment certificate are enclosed. Examination with the ID # 910 or 920 has been passed.

**Preliminary title** (In case of a collective work, the names of the candidates must be added here.):

I am entitled to take the examination as I have  not completed  not failed an attempt in the aforementioned degree program. I  have not  once cancelled a thesis topic.

1. Examiner: \_\_\_\_\_

Department: \_\_\_\_\_

2. Examiner: \_\_\_\_\_

Department: \_\_\_\_\_

Admission and the latest date for submission is published in your QIS Transcript of Records, examination with the ID # 8000. Signatures from both examiners and representatives of the Examination Committee must be collected by the student **prior to submission in the SSC**. Note: Once the final thesis application has been approved, leave will no longer be granted (Urlaubssemester)

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

### ➔ To be filled in by examiners: (Step 2)

We herewith confirm the aforementioned thesis topic, and we have agreed to be its examiners.

Submit your final thesis  electronically  two (2) hard copies

Starting date: \_\_\_\_\_

Date: \_\_\_\_\_

1. Examiner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

2. Examiner Signature: \_\_\_\_\_

Required information about external examiner/s, academic degree: \_\_\_\_\_

Address: \_\_\_\_\_

### ➔ To be filled in by the SSC: (Step 3)

- Criteria for final thesis approval fulfilled (Exams 910 or 920 "Passed", student status: enrolled)
- Criteria for final thesis approval not fulfilled

SSC Dessau, Date, Signature: \_\_\_\_\_

### ➔ To be filled in by the Departmental Examination Board: (Step 4)

The examinee's application has been:

approved  rejected (see reasons on extra sheet)

The Departmental Examination Board approves the aforementioned thesis topic as well as both examiners.

Head of the Examination Committee is appointed: \_\_\_\_\_

Latest submission date: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_