

Application for Admission to the Master's Thesis

The individual points are to be processed by the persons and offices involved in the order given on this form.

Student

Registration number	
Family name, given name	
E-mail (stu-mail)	
Degree programme	
Version of the degree-specific Examination Regulations	
Supervising chair	

- I am aware of the regulations for Master's theses in the Examination Procedure Regulations at Christian-Albrechts-Universität zu Kiel (Kiel University) for Students of Bachelor's and Master's Degree Programmes as amended in 2019 and in the degree-specific Examination Regulations applicable to me.
- Pursuant to Section 9 (6) of the Examination Procedure Regulations, I hereby declare that, until now, I have not once or finally failed a Master's examination or parts thereof in the same degree programme at another university, and that no corresponding examination procedure is running.
- I will independently look at the details on QIS to find out about the topic and submission date for my Master's thesis (examination date = submission date).

Kiel, dated _____
(Student's signature)

Verification of Requirements (Examination Office or Chair of the Examination Board)

- The requirements** for the admission to the Master's thesis **are fulfilled**. The student is admitted to the Master's thesis.

Kiel, dated _____ Stamp Examination Office
(Examination Office employee's signature)

- The requirements** for admission to the Master's thesis **are not fulfilled**. It is missing:

Kiel, dated _____ Stamp Examination Office
(Examination Office employee's signature)

- Nevertheless, I agree to the application for admission to the Master's thesis as **an exemption**.
- In the present case, I **cannot grant an exemption** and therefore do not agree with the application for admission to the Master's thesis.

Kiel, dated _____
(Chairperson of the Examinations Board's signature)

Chair (Please enter the topic using **block letters**, i.e. capitals and lower case letters.)

Topic (German) ¹	
Topic (English) ¹	
First assessor	
Proposed second assessor	
Planned date to start ^{2 3}	

- 1 The title of the submitted thesis must be within the field of the topic. The wording may be altered. It will be entered on the certificate.
- 2 The Chairperson of the Examination Board must have received the application 7 - 14 days before the planned starting date.
- 3 Student and first assessor shall obtain the date of submission independently from QIS.

internal EE&IT internal MatSci external EE&IT external MatSci

external at _____

I confirm that the Master’s thesis can be completed in due time according to the currently valid hygiene conditions.

Kiel, dated _____

 (First assessor's signature)

Stamp from the chair

I hereby agree to act as second assessor.

Kiel, dated _____

 (Second assessor's signature)

Stamp from the chair

Chairperson of the Examination Board

I approve the proposed topic being handed out on the planned date.

Yes No Reason: _____

I approve the proposed second assessor.

Yes No Instead I appoint: _____

Only for external theses: I approve the external completion of the thesis.

Yes No Reason: _____

Kiel, dated _____

 (Chairperson of the Examinations Board's signature)

Grading

(Grades must be given four weeks (MatSci) or six weeks (EE&IT), respectively, after submission of the thesis at the latest!)

_____ _____ _____
 Date Grade (Signature of first assessor)

_____ _____ _____
 Date Grade (Signature of second assessor)

To be completed by the Examination Office

Original: One copy for the Examination Office Copies: Two copies for chair	Date of submission: Noted in POS with the topic on:	Student and first assessor were informed of the approval by e-mail on:	Thesis submitted on:	Grading was submitted on:	Noted in POS: