

## Application for Admission to the Bachelor'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 Bachelor'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 Bachelor'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 Bachelor'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 Bachelor's thesis **are fulfilled**. The student is admitted to the Bachelor's thesis.

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

- The requirements** for admission to the Bachelor'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 Bachelor'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 Bachelor'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) <sup>1</sup>			
Topic (English) <sup>1</sup>			
First assessor			
Proposed second assessor			
Planned date to start <sup>2 3</sup>			

- 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 Bachelor'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 agree to act as a second assessor and have at least a relevant Bachelor's degree in accordance with §5 PVO. .

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: