# BSc Thesis Contract

**Student Information:**

Name: Reg. no.:…………………………..............................

Address: Programme and major: ……….........................

Tel. no.:

**Statement Study Advisor:**

Name: , states that the student has met all   
requirements for starting the BSc thesis and agrees that the student may start thesis work.

Date: Signature:……………………………………

**Information thesis supervisor**

Name of thesis supervisor and chair group:

……………..………………………………………………………………………………

**Examiner or second reviewer**

Name and chair group:

……………..………………………………………………………………………………

**Arrangements of the BSc-thesis:**

1. Topic ……………………………………………………………………………………………………..............................

2. ECTS and Course Code ………………………………………………………………………………………….............

3. Planning: 1. Starting date: ……………………………….

2. Submission date draft proposal: ……………………………….

3. Discuss draft proposal: ……………………………….

4. Submission date draft version thesis: ………………………………..

5. Discuss draft version: ……………………………….

6. Submission date final version thesis: ……………………………….

7. Oral presentation[[1]](#footnote-1) ………………………………..

Other agreements: ………………………………..................................................................................

**Signature:**

Thesis supervisor : Student: ……………………………….

**Status of the Thesis Contract**

The BSc Thesis Contract serves to formalise agreements regarding the BSc thesis between a bachelor student

and a chair group. The agreement registers rights and duties of both parties and is a further supplement and

elaboration of the Higher Education and Research Act (WHW), Education and Examining Regulations and the

Student Charter.

**Completing and signing the agreement**

- This form has to be completed for each BSc thesis by the student and a representative of the chair group before the start of the thesis activities.

- Student and chair group sign two copies of the form. Both receive a signed copy. A third copy is sent to the study advisor.

- When the agreement is modified the student will receive a copy of the adjusted form.

**Problems and complaints**

For complaints with regard to the supervision or assessment the student can appeal to:

- his or her programme director;

- a dean;

- the educational/ thesis coordinator of the chair group;

- the Examining Board; or

- a confidential advisor for students

If necessary the legal department can provide advice about the best person to direct your complaint to.

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1. This is **only** compulsory for BBC, BGM and BEB students. [↑](#footnote-ref-1)