Registration for BA thesis

Registration for the BA thesis involves two steps: supervisor registration and final clearance. Retain this form until both steps are completed and only then hand it into the main office.

1. Supervisor registration

Register by 30 April for the following Autumn term / 15 November for the following Spring term. Please do not hand in the form after the first step, but only after the second step has been completed.

Student name _________________________________  Matriculation Number ___________________

Supervisor ___________________________________________

Thesis topic _________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

Submission date (last Friday of each semester – check departmental homepage) _________________

Date ___________________  Supervisor signature _______________________________________

Student signature __________________________________________

2. Final clearance (with study counsellor)

Register by 30 September (for Autumn term) / 1 March (for Spring term).

Requirements for thesis registration have to be met by the beginning of the term in which writing commences. Please make sure to contact your study counsellor well before the deadline. Registration becomes binding once this second step has been completed the form has been submitted at the secretariat.

☐ Registration requirements are fulfilled.  Missing ECTS (excluding the Bachelor module) ______

ECTS awaiting entry in KSL ______

Study counsellor signature __________________________________________  Date _______________