

## Final Board Exam Registration

(Please fill in BLOCK CAPITALS)

- Early sitting
- Main sitting
- Late sitting

Name: .....

Student ID: .....

Telephone number: .....

Date of final board exam: .....

Title of Master's Thesis: .....

.....

Internal supervisor: .....

Company (name, address): .....

External (company) supervisor: .....

End date of Master's Thesis embargo period (dd.mm.yy.): .....

### **Appendices:**

a) At the registration:

- Affirmation in written form (e.g. printed E-Mail) of the approbation of the digital or printed Master's Thesis by the internal supervisor.
- Record of successful completion of all courses.

b) At the latest one week before the final board exam:

- Two hard-covered copies of the Master's Thesis
- Kurzreferat (in German) and Abstract (in English): Upload these texts in *Actions*, print from *Actions* ("*Eingabebestätigung der Publikation*") and let sign this printout by the internal supervisor.
- Electronic data storage medium with: Master's Thesis, Kurzreferat and Abstract (max. 1 page), Keywords (up to 5 words)
- Form Sheet Master's Thesis Registration
- Form sheet Graduation & Alumni
- Contribution towards expenses for degree certificate portfolio: € 50,-

I, the undersigned, hereby confirm to have returned all university owned borrowed keys and items of literature and have cleared my assigned student locker.

**An updated version of the Master's Thesis can handed in at the institute's office ONLY in accordance with the internal supervisor at the latest one week before the final board exam.**

**Exam candidate's signature:** .....

**to be filled by the institute's administration**

**Confirmation of the registration:**

(date, stamp)

**Confirmation of the completeness of the submission:**

(date, stamp)