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| **Master’s Thesis**  **Energy Informatics** | **Supervision Agreement** | **B** |

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| **Student** | |
| Last name, first name | Personal ID number  \_\_\_/ /0770/\_\_\_\_\_ |
| Current address | |
| Email | Phone |
| **Master’s Thesis** | |
| Preliminary thesis title | |
| Short thesis abstract | |
| 600-900 characters – add a more detailed description on a separate document (“Thesis Outline”)! | |
| **Internal/staff advisor** | |
| Last name, first name, title | |
| Email | Phone |
| **External/company advisor (if applicable)** | |
| Company | |
| Address | |
| Thesis supervision by: Last name, first name, title | Department/Position |
| Email | Phone |

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| **Guidelines for thesis work within a company** | |
| * The student must be given time off to attend courses required by the University of Applied Sciences Upper Austria, such as seminars for graduating students, special courses, etc. * The student has to be given sufficient time to perform independent research and to write his/her Master’s Thesis. * The company must provide the necessary expertise and time resources to supervise this Master’s Thesis. | |
| **Supervision modalities** | |
| Thesis supervision is agreed to take place as follows:   * Regular meetings should be scheduled every 2–3 weeks. Students are responsible for scheduling these meetings. * Students are required to submit an agenda for each meeting to their thesis supervisor at least one day in advance. Otherwise the supervisor may cancel the appointment. * Students and advisors agree upon the definition of milestones and their according deliverables. The following deliverables have been agreed upon by both parties: | |
| Due date | Deliverable |
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| **Thesis submission** | | | | | | | | | | |
| The **due dates for the submission** of the **preliminary version** and the **final version** of the Master’s Thesis can be found at the course “ENI604 Master’s Thesis” on the e-learning platform.  Please note:   * The electronic version (PDF file) of the Master’s Thesis must be uploaded onto the same course at the e-learning platform. The internal/staff supervisor may also require a printout of the thesis. * The submitted preliminary version of the Master’s Thesis must meet all requirements of the final version regarding contents, volume, and form. * According to the feedback of the supervisor and the copy editor the necessary amendments must be made before the final submission. Otherwise, the thesis will not be approved. | | | | | | | | | | |
| **Comments** | | | | | | | | | | |
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| **Declaration** | | | | | | | | | | |
| I accept all of the above requirements and understand that any changes must be documented in writing and agreed upon by all parties.   |  |  |  | | --- | --- | --- | | Date |  | Signature (Student) | | | | | | | | | | | |
| **Status** | | | | | | | | | | |
| Title, abstract, exposition and a detailed table of contents (including an estimate of the number of pages) have been  **🔿** Accepted **🔿** Rejected because: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Resubmission until \_\_\_\_\_\_\_\_\_\_\_\_-\_\_\_\_\_\_-\_\_\_\_\_\_. | | | | | | | | | | |
|  | | | YYYY | |  | MM |  | DD |  | |
| **Approval** | | | | | | | | | | |
|  |  |  | |  | | | | | |  |
|  | Date |  | | Signature (Assigned internal/staff advisor) | | | | | |  |
|  | Date |  | | Signature (External/company advisor) + Company stamp (if applicable) | | | | | |  |