

## **Bachelor Thesis Schedule**

01.2.2018

This document addresses the students and presents a schedule for the thesis.

**Sunday 18<sup>th</sup> of February 2018:** Official start of the Bachelor thesis.

**Sunday 25<sup>th</sup> of February 2018:** Submission of project plan/strategy to supervisor. At the start of the thesis work, students should do a thorough investigation of the background material in consultation with their supervisor. By Monday 19 February 2018 students must submit their project plan/strategy to the supervisor. The plan should include a timeline with the required tasks and their corresponding estimated accomplishment dates.

**Sunday 18<sup>th</sup> of March 2018:** Submission of first interim report. Students are required to submit the first interim report to their supervisor that states the progress of the thesis work.

**Sunday 15<sup>th</sup> of April 2018:** Submission of second interim report. Students are required to submit the second interim report. The report should include the preliminary results of the work and be substantially close to the final thesis.

**Monday 21<sup>st</sup> of May 2018:** Submission of the thesis. The university council will assign a reviewer for each project in addition to the supervisor. Both reviewer and supervisor will be PhD holders.

Students are required to submit three copies to the library. One copy of the thesis will be handed to the supervisor, the second copy to the assigned reviewer for grading, and the third one will be kept in the GUC library. The thesis must follow the provided style guidelines. Note that for a late submission of maximum one week after the deadline, students will be deducted 10% from the overall grade. For students who will submit one week after the deadline, the Bachelor thesis will be considered as unacceptable and will be graded with an F.

**Sunday 3<sup>rd</sup> of June 2018 – Thursday 14<sup>th</sup> of June 2018:** Oral presentation. Each student is allocated a half-hour time slot with the supervisor and the reviewer for an oral presentation (20 min.) followed by a questions and answers period (10 min.). Exact time slots will be announced by the academic coordinators two weeks before.

**Sunday 3<sup>rd</sup> of June 2018 – Thursday 14<sup>th</sup> of June 2018:** Receive the comments from the reviewer if any.

**Thursday 28<sup>th</sup> June 2018:** Submission of amended final Bachelor thesis. Students are required to submit one hard copy and a soft copy of the amended thesis (thesis incorporating the corrections of the reviewer if any) to the library. This is the final submission and it is the duty of the supervisors to ensure that amendments have been carried out accordingly. No further modifications to the thesis are allowed after this submission. For students who will be eligible for taking the Bachelor thesis after the registration deadline, they will follow the same milestones with the same time gap between the different tasks.