




Application for admission to the final module

Academic Services Office, Department of Earth Systems Sciences

Personal data		
Surname		
First name		
Matriculation no.		
E-mail address		
Study programme		
Thesis details		
Thesis topic		
German/English translation		
Issue date of thes. topic		
1 st reviewer		
2 nd reviewer		
Signatures		
Date		<input type="checkbox"/> I am aware of the "Notes on final theses" on the following page.
Signature student		
Signature 1 st reviewer		

Filled in by the Academic Services Office	
Admitted to final module	<input type="checkbox"/> Yes <input type="checkbox"/> No
Remarks	
Date of admission	
Submission deadline	
Signature chair of the examination board / Academic Services Office	



Notes on Final Theses:

The **deadline for submission** is determined by the date of issue of the subject (as determined by you and your supervisor) and the time allotted to complete the thesis as specified in the subject-specific regulations (M.Sc.) or the MIN faculty's exam regulations § 14 (5) (B.Sc.).

The **thesis topic** must be indicated on the back of the cover sheet exactly as it was registered. The cover page can display an alternative title. Only the title as given in the application above, however, will appear on your degree certificate later.

Please **submit** your thesis **electronically** to the Academic Services Office via the contact form (<https://www.geo.uni-hamburg.de/en/studium/studienbuero/kontaktformular.html>) or via e-mail (studienbuero.geo@uni-hamburg.de). The date of submission is decided by the receipt of the electronic version. You can submit your thesis only after half of the allotted time has passed. (Since the latest changes to the MIN faculty's exam regulations for B.Sc. and M.Sc. programmes no printed copy is needed anymore.)

On submission you have to **declare in lieu of an oath** at the end of your thesis that you wrote your thesis on your own and that you did not use any other resources than those listed in the references – especially no other internet sources. The declaration has to be given in German and has to start with the words “Ich versichere an Eides statt ...” (see template on the ASO's [homepage](#)). Furthermore, you must give written assurance that you have not previously submitted the work in another examination procedure. Please also indicate whether you agree to the exhibition of your thesis in the **department library**. The whole declaration must be dated and signed by hand.

The process of **reviewing** the thesis is supposed to take six weeks and generating the **degree certificate** and reports takes approx. four weeks. Please consider also that those documents can only be generated if all achievements required by the subject-specific regulations are completed in your Stine account. Therefore, please check your study results before submitting a request for reports and certificate (see ASO website).

We wish you all the best for your thesis!
Kindly, Academic Services Office