

Information on the Master's Thesis (Excerpts from the Examination Regulations Digital Media Master and the General Part of the Master Examination Regulations)

Prerequisite for the registration for the Master Thesis / Master Thesis:

- is the proof of at least 60 CP from the master program Digital Media
- the mandatory module "Introduction to Digital Media" must be provided.

Further information about the Master Thesis / Master Thesis:

- For the Master thesis (including colloquium), 24 CP will be awarded in the Master thesis module
- The processing time of the Master's thesis is 5 months. The Examination Board may, upon a reasoned request, authorize a one-time extension of up to two months
- The master thesis can consist of two parts. The first part serves to safeguard the deadline for the submission of the Master's thesis in accordance with §18 (10) AT MPO of the University of the Arts. The second part will be used for the documentation of the colloquium and / or the entire master thesis
- The master's thesis is created as a single work or as a group work of 2 persons. In a group work, the contribution of each group member must be clearly identifiable, distinct and assessable
- The master's thesis is written in English. The Examination Board may allow other languages on request, provided the supervision and evaluation are guaranteed.
- The Examination Board appoints one first and second examiner. The first examiner must be authorized to take the examination for the intended degree (Media Informatics or Media Design) at the responsible university. One of the examiners must have professorial status. The Examination Board may also grant exceptions upon reasoned request.
- For the Master's thesis, a colloquium will be held in each field of study
- A joint grade is created for the Master's Thesis and the Master's Colloquium
- The master's colloquium should be completed within four weeks after submission of the master's thesis. If the Master's thesis consists of two parts, the Master's colloquium and the second part should be completed within four weeks of the first part of the Master's thesis
- If the colloquium has been completed and all parts of the work are available, the final grading by the examiners should take place within one week.
- the overall grade is formed from the grades of the modules weighted with credits, in which graded exams are taken. Unused services are not included in the calculation.

Deadlines and submission of the Master Thesis / Master Thesis:

- The processing time of the Master's thesis is 5 months
- The Master's thesis must be submitted to the Examination Office / Department (Dezernat 1 / Office for Students) before the end of the processing period. The deadline is met if the work arrives with the postmark of the last day of the deadline. The submission date or the date of the public presentation must be recorded.
- The Master's thesis should be submitted in Department 1 / Office for Students in three copies (one for the examiners and one copy for the archive);
- it is also possible to personally hand over the two copies to the examiners by the deadline for the examiners, in order to do so, the candidates first require the form "Submission of the Master thesis" for the confirmation of the examiners regarding the submission. The form can be found in front of Department 1 / Office for Students (see shelf area) or on the HfK-Portal under Forms. The completed form should be submitted to Department 1 immediately after submitting the Master's Thesis
- The date for the colloquium should be agreed with the examiners and a brief information to the department 1 / office for students