

Examination Office

Procedural Notes

- Approval to do a Master's Thesis can be granted upon the successful completion of 5 module examinations. Please be aware of the fact that, in accordance with Article 11 Subparagraph 3 of the Examination Procedural Regulations (Prüfungsverfahrensordnung PVO), the First Reviewer must be an university professor or an actively teaching instructor in possession of the Habilitation. The Second Reviewer must be authorized as an examiner in accordance with Article 4, Subparagraph 2 of the PVO. In addition to university professors and private lecturers (Privatdozenten), only those in possession of a doctorate are permitted to serve as second referees in future.
- Submit the application form in person during the Examination Office's opening hours. The first page must be completely filled out and be signed by both reviewers.
- The signature of the first reviewer is valid for three weeks, after which time a registration with this application form is no longer possible.
- The processing time of a Master's Thesis is, according of the Fachprüfungsordnung (FPO), 26 weeks and begins with the acceptance of the application form in the Examination Office of the Faculty of Agricultural and Nutritional Sciences.
- Upon completion, submit the Master's Thesis (3 printed copies and 1 CD – loose) to the Examination Office of the Faculty of Agricultural and Nutritional Sciences. Please observe the guidelines found in the 'Information Guide: Master's Thesis'.

(to be filled out by the Examination Office)

Starting Date of
ProcessingSubmission
DateOn
behalf
of

Signed

Examination Committee Chairman

Examination Office Administration

Student Declaration

- ☐ I have acknowledged the topic and submission date.
- ☐ I am familiar with the Master's thesis requirements laid out in the Examination Regulations (Prüfungsverfahrensordnung PVO and Fachprüfungsordnung FPO)
- ☐ Herewith, I declare, in accordance with Article 8 Subparagraph 5 PVO, that I have never failed a Master's examination or any part thereof in the same degree program at a university in the past and that no other examination procedure is currently in progress.

Kiel,

date

Applicant's Signature



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