



BSc project agreement

Please read the enclosed guidelines before filling in the agreement

1. Personal information

Name: _____ Civil reg. no.: _____

Alumni email: _____ Phone: _____

BSc programme: _____

2. Information about main supervisor

Name: _____ Email: _____

Department: _____

3. Information about any co-supervisor

(NB: must be filled in if the project is carried out in cooperation with a company; see item 4)

Name: _____ Email: _____

Place of employment: _____

4. Information about the project period

Block 1: ____ Block 2: ____ Block 3: ____ Block 4: ____

If the student wishes to complete the project outside the block structure due to academic reasons, an application must be submitted to the study board before the project is begun.

Full time in one block ____ or part-time in two blocks ____ Please tick one box only

If the project is carried out part-time in two blocks, please indicate in the table below which subject elements are taken concurrently with the BSc project.

Is the BSc project carried out in cooperation with a public or private company/organisation? _____

Please state the name of the company/organisation: _____

NB: remember to provide information about your co-supervisor from the company/organisation; see item 3.

Date of submission: _____ (two weekes before the exam week in the project's last block at the earliest)

Concurrent courses

Course title	ECTS credit

5. BSc project's topic definition/problem formuiation

6. Information about language

Please state in which language the BSc report is prepared:

Danish: ____ English: ____ Swedish: ____ Norwegian: ____

Please provide the following information for group projects

7. Information about group memebers

Name: _____ Civ. reg. no.: _____

Name: _____ Civ. reg. no.: _____

Name: _____ Civ. reg. no.: _____

Information about BSc report and exam

The BSc report is prepared as a: Joint report ____ Report with individual contributions ____

The exam is held as a: Group exam ____ induvidual exam ____

8. Information about supervision

The main supervisor and the student(s) must align their expectations for the project process with each other by providing the following information:

Please state the expected number of hours of supervision: _____

How often do we need to meet? (Prepare meeting schedule if needed)

What is expected of the supervisor at the meetings?

What is expected of the student(s) at the meetings?

Other:

9. Signatures

Date

BSc student

Date

Main supervisor

Guidelines for filling in BSc project agreement

Items 1-4: To be filled in by the student.

Re item 4: Information about the project period

The BSc project follows the faculty's block structure, which means that the project is begun at block start like other courses and must be submitted and assessed within either one or two blocks depending on whether the project is carried out concurrently with other subject elements. One block corresponds to nine weeks, incl. the exam period.

If the project is carried out full time, please tick one box when indicating the block.

If the project is carried out part-time, please tick two boxes when indicating the block (either 1+2 or 3+4)

Example:

The BSc project is carried out *full time in one block*: the project is begun at block start, submitted after seven weeks at the earliest and the exam is held in the exam period for the block in question.

The BSc project is carried out *part-time in two blocks eg 1 and 2*: the project is carried out at block start in block 1, submitted seven weeks into block 2 at the earliest and the exam is held in the exam period for block 2.

Item 5-8: To be filled in by the student following initial talks with the project's main supervisor.

Re item 7: For group projects

The BSc project rules explain the differences between a group report and a report with individual contributions as well as the importance of sitting a group exam or an individual exam. The BSc project rules along with your curriculum can be found on the study programme's website.

Item 9: The agreement is signed by the student and the project's main supervisor.