

Special Regulations

for writing a bachelor's or master's thesis (=final thesis) –
in conjunction with section 8 and 11 RaPO (State Examinations Regulations for Universities of Applied
Sciences in Bavaria, BayRS 2210-4-1-4-1-WFK)

As well as section 11 APO (General Examination Regulations of Deggendorf Institute of Technology),
each is amended from time to time.

In addition to the above guidelines, the following requirements must also be observed:

1. The final thesis must be submitted and/or uploaded to the following individuals/centres within the allotted time.

To the DIT supervisor: Please consult with your supervisor to agree on the thesis format to be submitted.

In any case, a submission via iLearn is required.

To the Centre for studies: Upload thesis and requisite documents to the Primuss Portal.

To the library (if applicable): Please clarify with the supervisor first and complete the declaration of original authorship (see page 2, item 2).

For topic changes: Upload signed confirmation (page 4) to Primuss portal. This applies to any types of amendment, not only concerning the topic itself (e. g. also change in syntax, English topic, etc.). To review this, please compare the topic recorded on the Primuss Portal with the actual topic of your final thesis.

2. Please consult with you supervisor on matters concerning the formatting of your thesis text, i. e. line spacing, one-sided or two-sided printing, side margins, heading formats, font style/size, etc. As a general rule, the length of the bachelor's thesis should not exceed 50 DIN A4 pages, the length of the Master's thesis should not exceed 80 DIN A4 pages. The final thesis must be submitted as an original full copy (text and illustrations).
3. The thesis must contain a full list of references and bibliography, source of information as well as any other sources. Contrary to this, the literature used should not be given in the form of footnotes at the end of each page, but in form of a coherent bibliography at the end of the paper. All references to the citations are to be numbered consecutively.
4. A cover sheet, as per the sample cover page (see page 3), is to be attached to the final thesis. An English title (to be coordinated with your supervisor) must also be provide.
5. The student must submit a written declaration that the thesis is the result if their own work, has been written without the assistance of others, and that every resource used to complete it has been cited. The declaration (see page 3, item 1) should immediately follow the cover page.
6. The declaration of consent permitting the work to be published free of charge for use within the university (library) must also be completed where applicable (see page 2, item 3).
7. The specific details are to be clarified with the supervisor; certain deviations from these specific regulations may arise as a result.

Declaration

Name of the student:

Supervisor at DIT:

If external:

Name of supervisor:

Topic of the bachelor's / master's thesis (final thesis) (German and English title):

1. I hereby declare that this final thesis is my own work, has not been submitted for any other degree at any other university or institution, does not contain or use any source or resources other than those referenced, and that all direct and paraphrased quotes have been duly cited as such.

Pfarrkirchen,

(Date)

(Signature of student)

2. I hereby consent to my completed final thesis being made available to a broader public through the library of Deggendorf Institute of Technology.

Yes

No

If yes:

I certify and warrant that I am the sole owner and holder of all rights to the final thesis, including the right to use the tables, figures, illustrations, plans, or similar, submitted therein and that no third-party right or claims, nor any statutory provisions, will be infringed as a result of its publication.

Pfarrkirchen,

(Date)

(Signature of student)

Only to be completed by the examiner if the author consents to the final thesis being published (point 2)

Collection of a copy of the final thesis by the library, including the lending of the copy, is hereby endorsed /not endorsed.

endorsed

not endorsed

Pfarrkirchen,

(Date)

(Signature supervisor)

Sample

For the **cover sheet** of the bachelor's or master's thesis

Deggendorf Institute of Technology

Faculty European Campus Rottal-Inn

Topic German

Topic English

Remark: *Should the topic deviate from the provided at the time of registration, an application will need to be filed to amend the thesis topic (see page 4). This applies to any type of amendment, not only concerning the topic itself (e.g., also changes in syntax, English topic, etc.).*

Bachelor's / Master's thesis in fulfilment of requirements for the degree of:

(For example Bachelor of Arts/Science/Engineering or Master of Arts/Science/Engineering at the Deggendorf
Institute of Technology)

submitted by

Surname, first name

Matriculation no.

on:

Date

Supervisor:

Name of supervisor

Faculty: **European Campus Rottal-Inn**

Important: This form should only be signed and uploaded (by no later than at the time of submitting the thesis) **if any retroactive changes to the topic are made**. This applies to any type of amendment, not only concerning the topic itself (e.g., also changes in syntax, English topic, etc.). To review this, please check the topic recorded on the Primuss Portal against the actual topic of your final thesis.

Name of student: Mat. No.

DIT email address:

Supervisor:

Final topic of the bachelor's or master's thesis, agreed upon with the supervisor in
German and English:

Date, Signature student

Date, signature supervisor

Submission Deadlines bachelor's and master's thesis

General examination regulations (APO) of Deggendorf Institute of Technology

Section 11

Para. 1

Sentence 2: The topic selected for the final thesis shall be such that it can generally be completed within two consecutive months of work.

Sentence 3: The time between assignment of the topic and submission of the thesis may not exceed six (6) months.

Sentence 4: Further details are determined in the respective study and examination regulations.

Para. 2

Sentence 1: In **master's degree programmes** the framework for the completion period of the master's thesis, which is not to be exceeded, is determined by the relevant study and examinations regulations.

Sentence 2: It shall not surpass six (6) months.

State examination regulations for universities of applied sciences in Bavaria (RaPO)

Section 10

Para. 2

Should the bachelor's or master's thesis be awarded a grade of "insufficient" ("nicht ausreichend"), the student may submit a second thesis on a different topic one time only. The deadline for submission of the second attempt of the final thesis is no later than six (6) months after the initial grade has been communicated.