



Issuance of a Subject  Bachelor Thesis  Master Thesis

To file with the Office of Student Affairs FB 11/Materials Science

Instruction for the advising professor or PD/Habilitierte(n)/young research group leader:

1. Check if the fulfillment of the prerequisites is attested in writing by the office of student affairs.
2. Fill in this form **online**.
3. Print the form, sign and stamp it.
4. Send the original form to the materials science office of student affairs or as a scan to [studienbuero@mawi.tu-darmstadt.de](mailto:studienbuero@mawi.tu-darmstadt.de). Research group and student should keep/obtain a copy or scan.
5. External thesis: Point student to "Guidelines external Bachelor/Master Theses", "TU guidelines external theses", and "Form for external theses" on Bachelor/Master homepage.

To

matriculation number

the subject of the thesis with the (working/preliminary) title

  
  

was issued. The research group's internal consecutive number is:

Consecutive MaWi-number (filled in by the office for student affairs):

**The student has presented a written confirmation of the office of student affairs that the prerequisites for starting a thesis are fulfilled.**

Advising professor/PD/... is:

BSc and MSc: The thesis will be prepared  internally  externally .

Only MSc: ARL was  internal  external with Prof./PD/...

**Attention: ARL and MSc Thesis must not both be prepared externally!**

Date of issuance of the thesis subject:

The deadline for submission on the TUBama portal is (see AB: "zu APB § 23 (5)":  
Study regulations **B.Sc. 2008**: 3 months (up to 6 months); **B.Sc. 2015**: 26 weeks;  
Study regulations **M.Sc. 2011**: 6 months; **M.Sc. 2015**: 26 weeks.

If the deadline is on a Saturday, Sunday or official holiday, the deadline is the next working day that is a Monday through Friday.

The office of student affairs will determine the deadline and communicate it to both the advisor and the student. Exception: B.Sc. 2008.

Date

Signature advising professor/PD/...

Stamp of Research Group

Extensions of **no more than half** of the original preparation time (APB, §23(5)) with **justified written petition** to the chair of the examination board.

**Fachbereich 11**  
**Material- und**  
**Geowissenschaften**

**Der/die Vorsitzende der**  
**Prüfungskommissionen**

**Peter-Grünberg-Str. 2**  
**64287 Darmstadt**

**Tel. +49 6151 16 - 22248**  
**Fax +49 6151 16 - 22239**  
**studienbuero@mawi.tu-**  
**darmstadt.de**