

**Application of admission for Master Thesis
in accordance with Article 12 of the Examination Regulations (FPO) for students of
Environmental Management**

**The registration is valid only with original signatures.
You can submit the application in person or by physical mail.**

Matriculation Number	
Last Name, First Name	
Phone Number	
E-Mail (stu-Mail+priv.)	
Current Address	

Topic (please print using capital and small letters)	
First Reviewer	
Proposal for Second Reviewer	

Kiel, _____, _____
(date) (Signature of First Reviewer)

Institute Stamp

I agree to be the Second Reviewer.

Kiel, _____, _____
(date) (Signature of Second Reviewer)

Institute Stamp

Procedural Notes

- According to § 12 (4) of the Examination Regulations of 2020 the admission to the Master thesis can be granted after the successful completion of 60 credits.
- According to § 12 (5) of the Examination Regulations of 2017 the admission to the Master thesis can be granted after the successful completion of 80 credits.
- Please be aware of the fact that the First Reviewer must be an university professor or an actively teaching instructor in possession of the Habilitation (§ 12 (1) Examination Procedural Regulations (PVO)). The Second Reviewer must be authorized as an examiner in accordance with § 5 (1+2) PVO. In addition to university professors and private lecturers (Privatdozenten), only those in possession of a doctorate are permitted to serve as second referees.
- Registration can be made by e-mail (stu-mail address mandatory). The first page must be filled out completely and signed by both reviewers.
- The signature of the first examiner remains valid for three weeks, after that time it is no longer possible to register using this application form.
- The processing time of a Master Thesis is, according to § 12 FPO, 26 weeks and begins with the acceptance of the application form in the Examination Office of the Faculty.
- According to the examination regulations of 2020, the Master thesis must be submitted to the examination office of the Faculty of Agricultural and Nutritional Sciences in two copies in written bound form and simply in electronic form (CD, USB stick).
- According to the examination regulations of 2017, the Master thesis must be submitted to the examination office of the Faculty of Agricultural and Nutritional Sciences in three copies in written bound form and simply in electronic form (CD, USB stick).
- Please observe the guidelines found in the 'Information Guide: Master Thesis'.

Student Declaration

- I have taken note of the topic. I am aware of the provisions regarding the Master thesis in the Examination Procedure Regulations (PVO) and the Subject Examination Regulations (FPO).
- I declare in accordance with § 9 (5) PVO that I have not yet passed or definitively failed any Master examination or parts of this examination in the same degree programme at an academic university and that no corresponding examination procedure is in progress. Furthermore, I affirm that this thesis has not yet been submitted as a final thesis elsewhere.
- I will take note of the deadline for submitting the Master thesis after approval of the application via the student online function.
- If I submit the Master thesis prematurely (before the calculated deadline), I hereby expressly request that the thesis be forwarded immediately to the reviewers for assessment and evaluation.

Kiel,

_____ date

_____ Applicant's Signature

(to be filled out by the Examination Office)

Starting Date of Processing

Submission Date

Signed
Examination Committee Chairman

On behalf of

_____ Examination Office Administration

Internal processing note!

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