

## Guidelines for Registration to a Master's Thesis



It is up to you to choose the laboratory, supervisor, and topic in which you would like to carry out your Master's thesis project. Please start organizing early on. It is often not possible to arrange this at short notice.

One of the options is to work on your project in a laboratory that you have previously visited during your WPP/lab rotations. Another laboratory in Bonn that is already engaged in the degree program is also feasible.

For registration, you have to fill and submit the **application form** (Registration Master's Thesis for students: <https://www.neurosciences.uni-bonn.de/download>). In this form, you have to state the topic of the planned thesis along with a signature of agreement of both supervisors.

Please note that the supervisors have to belong to different institutes/departments! They have to be Ph.D./Dr. but not necessarily a professor. One of them must be affiliated with Bonn University.

Please be aware that only teachers who already are significantly involved in teaching can be first supervisor (e.g. module chairs). The second referee can be completely external. An external Master's project is not feasible.

You also have to provide a short **proposal** about the planned project. In case you cite, please don't forget the references.

We highly recommend submitting the application form to the examination office not later than 3 months after your last examination (in most cases the 2<sup>nd</sup> WPP). Please calculate a week for the examination committee to discuss and decide about the project concerning topics, feasibility, supervisors, etc.

With the date of the signature of the examination committee representative, your working period starts. From that point, you will have 6 months of working time for your Master's thesis. You can apply for an extension for 6 weeks for good reasons. The proposal signed by the supervisor should be submitted not later than 4 weeks before the original deadline. It will be evaluated by the examination board.

If the Master's thesis is not handed in on time, it will be graded as "Insufficient". Master's theses graded "Insufficient" may be repeated once. The topic of the second Master's thesis may be chosen from the same area as the topic of the first Master's thesis but must be substantially different in nature.

Please only submit your final thesis version after discussion with your supervisor.

You have to be an enrolled student at Bonn University while submitting your thesis.

The three printed and bound copies and 3 CDs (glued on the last page) must be submitted to the coordination office. You do not have to do this yourself; it is possible to deliver it through another person. Sending it via post mail is not possible.

The copies should be submitted at the coordination office, arranging an appointment or checking out my office times in advance is recommended.