



Application for admission to the final module

Academic Services Office, Department of Earth Systems Sciences

Personal data		
Surname		
First name		
Matriculation no.		
E-mail address		
Study programme		
Thesis details		
Thesis topic		
German/English translation		
Issue date of thes. topic		
1 st reviewer		
2 nd reviewer		
Signatures		
Date		<input type="checkbox"/> I am aware of the "Notes on final theses" on the following page.
Signature student		
Signature 1 st reviewer		
Filled in by the Academic Services Office		
Admitted to final module	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Remarks		
Date of admission		
Submission deadline		
Signature chair of the examination board / Academic Services Office		



Please take note of the following instructions regarding final theses:

The **submission deadline** for your thesis is calculated from the date the topic of the thesis is issued (as determined by you and your supervisor) and the time allotted to complete the thesis as specified in the MIN faculty's exam regulations and the subject-specific regulations.

The **thesis topic** must be indicated on the back of the cover sheet exactly as it was registered with this form. The cover page can display an alternative title. However, in the final documents, only the title as stated on the registration form will appear.

Please submit your thesis **on time** (see submission deadline) **in electronic form** to the Academic Services Office via the contact form (<https://www.geo.uni-hamburg.de/studium/studienbuero/kontaktformular.html>). **Make sure to use your University of Hamburg email address** (usually *firstname.lastname@studium.uni-hamburg.de*). The electronic receipt is critical for timely submission. This will be confirmed to you by the Academic Services Office via email.

A thesis can be submitted no earlier than halfway through the allotted time. The submission of a printed version is no longer provided for under the latest amendments to the MIN examination regulations for B.Sc. and M.Sc. and will not be accepted by the Academic Services Office.

Your thesis must contain a dated and signed (location, date, signature) **affirmation in lieu of an oath** on the last page **in German**:

„Hiermit versichere ich an Eides statt, dass ich die vorliegende Arbeit im Studiengang [...] selbstständig verfasst und keine anderen als die angegebenen Hilfsmittel – insbesondere keine im Quellenverzeichnis nicht benannten Internet-Quellen – benutzt habe. Alle Stellen, die wörtlich oder sinngemäß aus Veröffentlichungen entnommen wurden, sind als solche kenntlich gemacht. Ich versichere weiterhin, dass ich die Arbeit vorher nicht in einem anderen Prüfungsverfahren eingereicht habe.

Sofern im Zuge der Erstellung der vorliegenden Abschlussarbeit auf generativer künstlicher Intelligenz (gKI) basierte elektronische Hilfsmittel verwendet wurden, versichere ich, dass meine eigene Leistung im Vordergrund stand und dass eine vollständige Dokumentation aller verwendeten Hilfsmittel gemäß der Guten Wissenschaftlichen Praxis vorliegt. Ich trage die Verantwortung für eventuell durch die gKI generierte fehlerhafte oder verzerrte Inhalte, fehlerhafte Referenzen, Verstöße gegen das Datenschutz- und Urheberrecht oder Plagiate.“

Instead of " [...]", please enter your program and degree.

If you agree to the publication of your thesis in the departmental library, please also include the following statement with location, date, and signature **in German**:

„Einer Veröffentlichung der vorliegenden Arbeit in der zuständigen Fachbibliothek des Fachbereichs stimme ich zu.“

The process of **reviewing** the thesis is supposed to take six weeks and generating the **final documents** takes approx. four weeks. Please note that the final documents can only be issued if 1. all requirements stipulated by the subject-specific provisions have been met, 2. your STiNE “Leistungskonto” is in order (i.e., all necessary exams have been graded and correctly represented in STiNE), and 3. a certificate request (see [forms on the Academic Services Office website](#)) has been submitted to the Academic Services Office.

We wish you all the best for your thesis!

Kindly, Academic Services Office Earth System Sciences

Last updated: 09.12.2024