

Master Thesis – General Information

After submission of the formal application you'll get a preliminary approval. The definite approval with the official start and end dates is fixed and communicated after the grading for the "Advanced Methods" has been forwarded to the examinations office.

For form and structure recommendations see <http://www.bio.uni-frankfurt.de/43660345/Forms>.

A Master Thesis must contain the following declaration that you have to sign in each hard copy:

I herewith declare that I have written this master thesis independantly and without use of any resources other than the ones quoted in the thesis. Any parts whose contents I have quoted or relied on are duly referred to their sources. Furthermore, this thesis has not - neither entirely nor partly - yet been published or used for other performances. Thus I declare that assessing this thesis I have respected good academical practice.

The day of the deadline you have to

- personally submit or send via surfacel mail (procure receipt) 4 bound hard copies of the Master Thesis
- send a pdf file of your thesis.

For more detailed information consult § 36 of the the Study Regulations for PBioC published Sept. 1, 2015.

Master Thesis - External

External master theses are subject to **prior approval** by the Examinations Board and may not be started without prior written notice of the examinations office.

The application has **to be submitted at least six weeks** for modules in Germany; for modules abroad at least eight weeks before you wish to start.

- 1. Contact the prospective group and Dr. Smyrek/Prof. Eimer in parallel**
 - 1.1 Prospective group regarding possibility.
 - 1.2 Dr. Smyrek/Prof. Eimer regarding contents.
- 2. Inform your prospective supervisor on the prerequisites of the master course, especially**
 - 2.1 The contents and formal requirements (= module description).
 - 2.2 **Ownership:** Contents of lab work and protocol belong to the university and have to be disclosed to the examinations office and the board of examinations.

If this is a problem you have to check whether an arrangement of confidentiality is possible and immediately contact Mrs. Goltz, examinations office.

IMPORTANT: The procedure for such an arrangement takes at least 3-4 months.

3. Submit an application at the Examinations Office comprising:

- 3.1 Your matriculation number, address and the date of the application.
- 3.2 Period.
- 3.3 Copy of the module description signed: “seen and accepted” by the person in charge of the module.
- 3.4 An **exposé** that includes
 - 3.4.1 the scientific background and state of the art.
 - 3.4.2 the preliminary results the Master thesis project is based on.
 - 3.4.3 the hypothesis which should be investigated.
 - 3.4.4 a detailed description of the intended experiments and experimental setup.
 - 3.4.5 a discussion of the expected results and an assessment of the success rate of the proposed experiments with a statement what would be the plan B.

You may choose to make the exposé your **Current Concepts**.

In this case you need an **internal tutor** who supervises and grades the work once you have defined the topic with your would-be external tutor.

The internal tutor does not necessarily have to be the tutor of the master thesis.

Since the **Current Concepts** are supervised internally, it is **not necessary to register this module as an external module**.

Also, you have to attend the seminar.

- 3.5 An assertion that the academical work effected during the module/ practical is not remunerated or a letter of the personnel department confirming that practicals for students are to be paid

The **Advanced Methods** are executed in the external tutor’s group. The external tutor examines and grades the student unless there is another agreement.

The **Master thesis** is executed in the external tutor’s group and evaluated by both, the external and the internal tutors (reviewers). The internal reviewer has to be a professor taking part in the Master programme.

The formal application of the external Master thesis is subject to the same terms as the internal one.

All forms and more detailed information can be found on <http://www.bio.uni-frankfurt.de/43660345/Forms>

December 2019

Gez. Stefan Eimer