

Registration form supervision BA and MA theses (fill in digitally!)			
Name and student number			
Title of the thesis			
Ma / Rmal			
Supervisor			
<i>The ideal time frame:</i>			
1. November / March: start of the supervisory classes. Students will have to choose a subject.			
2. December / April: submission of a proposed set-up, structure, sources, literature to the supervisors.			
3 a. Not later than February 1 / July 1: submission of a chapter on the problem statement and research questions, and the research method;			
b. Discussion of this chapter (max. 15 working days later). The subject and research method will have to be approved in writing. If the approval is not in writing, neither the student nor the lecturer has the right to appeal.			
4 a. Not later than May 1 / November 1: submission of the entire manuscript			
b. Discussion of the manuscript (max. 15 working days later).			
5 a. Not later than June 15 / December 15: submission of the definitive manuscript in two copies to the two readers.			
6 Assessment of the thesis, submission to the examination committee (max. 15 working days later)			
7 Submission the to educational secretariat (within a week).			
8 Educational secretariat sends a copy to the student (July / January)			
	Date	Topic	Agreements / comments
1		Brainstorm about the subject	
2		Approval of the subject and research method	
3		Feedback on the first versions	
4		Submission of the final version	
Signature supervisor			Date

Submit this form with your final assessment