

Specific Instructions

for conducting the master's thesis in conjunction with §8 and § 11 of the Examination Regulations of the higher education institutions in Bavaria (Rahmenprüfungsordnung für die Hochschulen in Bayern) and §11 General Examination Regulations of DIT (Allgemeine Rahmenprüfungsordnung der Technischen Hochschule Deggendorf), as amended.

The master's thesis shall be conducted following the guidelines of the RaPo and the APO of Deggendorf Institute of Technology. Furthermore, this course of study adherent to the Faculty of Applied Natural Sciences and Industrial Engineering follows below-mentioned "specific provisions" set by the examination board:

1. The following copies shall be submitted to Campus Cham **in due time**:

The master's thesis shall be submitted to the study centre of Campus Cham digitally via Primuss. The final thesis remains with the Faculty of Applied Natural Sciences and Industrial Engineering (examiner). If necessary, a second copy shall be submitted to the library - subject to prior agreement with the supervisor.

- For the supervisor of DIT
1 **hard-bound** copy with data carrier attached.
Data carrier: CD or USB drive labelled with name, matriculation no., course of study and submission date.
 - For the study centre of Campus Cham
Digital submission on Primuss portal.
- 2.** The text is to be typed with a word processor using 1-1.5 line spacing, font size 11 -12, for the continuous text as well as one-sided, lettered pages. The thesis shall not exceed 80 pages.
A margin of 3.0 cm on the left handside and 2.0 cm on the right handside is necessary.
 - 3.** The master's thesis (including illustrations) is to be submitted in its original or in original quality. The logo of Deggendorf Institute of Technology is only permitted on the cover sheet and only in the given form. Header and footer may neither contain the logo of DIT nor the logo of the company.
 - 4.** The final thesis is to include a bibliography, i.e. an entire reference list of the literature used, all information received and any other sources. Regarding the formal requirements, please refer to: Lück, Wolfgang: *Technik des wissenschaftlichen Arbeitens*, 4th. edition, page 10 ff.
Apart from this, footnotes have to be made consecutively all over the document, not per page.
Headlines shall not be underlined but written in bold letters instead.
 - 5.** Thesis registration can be made directly on the Primuss portal, where all necessary information can be found in detail. Please see the process summary below:
 1. Register in Primuss and generate the form as a PDF file.
 2. Sign and then re-upload the form on Primuss.
 3. Your thesis supervisor must sign as well.
Your supervisor receives an email notification to digitally sign the registration form.
 4. Submit the thesis form with the topic agreed to your respective supervisor and upload the required documents onto Primuss;
(ZIP file of your work and, if the topic title has changed in the process, your supervisor's signed approval).
 5. Check if everything has been correctly uploaded and set to be submitted
(please be patient; if everything is correct, the submission date will be displayed online).
Further questions may be directed to your point of contact in the Centre for Studies (sz-cham@th-deg.de)
If you experience any technical difficulties, please contact: (primuss-support@th-deg.de)
 - 6.** You need to declare that you have written your master's thesis independently without external help and that you have not used any references or materials other than mentioned in the bibliography.
The "declaration form" is to be added on a separate page (on the next page) following the cover sheet in the master's thesis.
 - 7.** A declaration of consent for free-of-charge publication within the higher education sector shall be included if necessary.
 - 8.** The master's seminar form is to be submitted to the study centre upon successful completion of the master's colloquium bearing all signatures. The corresponding form is submitted by the first examiner.
 - 9.** Any further details have to be discussed with the supervisor directly; in this respect, deviations from the specific instructions might be possible. No deviation is possible for the master's colloquium.

Requirements and Deadlines for Master's Theses

The legal basis can be found under the following links:

[Rahmenprüfungsordnung für Hochschulen in Bayern](#) §8 (3), (4), §10 (2)

[Allgemeine Prüfungsordnung der Technischen Hochschule Deggendorf](#) §11 (1)

[Study and examination regulations SS 2021](#) §9 (2), (4)

Prerequisite

Before registering the master's thesis, a minimum of **40 ECTS** credit points must have been achieved.

Time Frame for Thesis Work

The deadline, from the selection of the topic to the due date, must be reasonable in accordance with the topic and amounts to six months in total.

Deadline / Deadline for Re-Taking the Thesis

In master's studies, the grade "sufficient" (grade 4.0) must have been achieved by the end of the respective regular period of study.

Should students exceed this deadline by more than two semesters without meeting the above-mentioned requirement, the master's thesis will be a first failed attempt (= grade 5.0 due to deadline on first attempt).

Addition to the Exam Regulations:

The examination board of the Faculty for Applied Natural Sciences and Industrial Engineering, Campus Cham, has decided not to restrict the deadline set in the general exam regulations guideline, from the issuing to the submission of the master's thesis.

Applications for extending the submission deadline or returning the topic are to be submitted to the examination commission in written form, two weeks before the respective deadline at the very latest (§ 11 paragraph. 4 no. 4 APO). Acceptable reasons are those which students have no control over and are either justified by the student or are due to DIT.

Basic Regulation for Conducting Examinations

Should the master's thesis have been graded "insufficient" (grade 5.0), the thesis can be re-taken with a new topic. The re-taken master's thesis must be registered six months after publication of the first grade at the very latest.

In bachelor's and master's studies, the minimum grade to be achieved by the end of the respective regular period of study in all final grades of exams, based upon which the passing of the bachelor's and master's thesis depends upon, according to DIT's exam regulations, as well as in the bachelor's and master's thesis is "sufficient" (grade 4.0).

Should students exceed the respective regular period of study by more than two semesters without meeting the requirements of sentence 1, the bachelor's and master's thesis will be deemed a first failed attempt.

The corresponding submission deadlines may be extended appropriately upon prior application (to the examination board) should said deadlines be unable to be met on the grounds of pregnancy, raising of a child, illness or any other reason the student cannot be accounted for.

Master's Thesis

Deggendorf Institute of Technology, Campus Cham

Faculty of Applied Natural Sciences and Industrial Engineering

Master Mechatronic and Cyber-Physical Systems

German title

(translation in consultation with first examiner)

English title

master's thesis to obtain the academic degree:

Master of Engineering (M.Eng.)

submitted by: first name, name, place,
matriculation number

first examiner: title, name

place, *date*

Declaration Form

Name of student:

Name of first examiner:

Title of the master's thesis:

1. I hereby declare that I have written this master's thesis independently and have not submitted this thesis for any other examination purposes. I have not used any referenes or materials other than mentioned in the bibliography and I have marked all literal and analogous citations.

Cham, (date) _____

signature of student: _____

2. I agree that my master's thesis may be made available to a broader public by the DIT library. Therefore, I will hand in a further hard-bound copy of my master's thesis.

yes

no

Cham, (date) _____

signature of student: _____

I declare and take the responsibility that I am the exclusive owner of all rights concerning the master's thesis, including the right of disposal concerning drafts and attached illustrations, plans or similar and that no third party rights or claims or legal requirements will be made upon making this master's thesis publicly available.

To be filled in by the first examiner if the author agrees with public accessibility of the master's thesis

Adding a copy of the master's thesis into the stock of the library and the loan of this copy is:

approved

not approved

Cham, (date) _____

signature of first examiner: _____

Notes on Non-Disclosure Agreements:

Within the framework of supervising bachelor's or master's theses, non-disclosure agreements with companies / industrial partners shall not be concluded in general.

Within their capacity as supervisors of final theses, our professorship is already sworn to secrecy on the grounds of their employment at the university, in accordance with §37 section 1 "Beamtenstatusgesetz" (Civil Servants Status Act) as well as § 3 section 2 "TV-L" (Public Sector Collective Agreement on Länder).

Hence, supervising professors shall not be obliged to conclude non-disclosure agreements in their own name.

Faculty of Applied Natural Sciences and Industrial Engineering

Important:

This form is only to be signed and uploaded (by no later than the time of thesis submission) should any retroactive changes to the topic have been made in the meantime. This applies to any type of amendment, not only concerning the topic itself (e.g. also changes in syntax, English topic title, etc).
For reviewing your current topic title, please check the topic recorded on the Primuss portal against the actual topic of your final thesis.

Name of student:

MTC-No.

DIT email account:

Primary supervisor:

Final topic of the bachelor's / master's thesis, agreed upon with the supervisor,
in **German & English**:

date, signature student

date, signature examiner