

Master Thesis
Environmental
Policy and Planning

Name of candidate: _____

Name of the first examiner: _____

Name of the second examiner: _____
(will be inserted by the examination board)

The examination board's date of issue:

The Title was collected on:

Signature:

Deadline for the Master Thesis:

To the Examination Board

Title of the Master Thesis:

First Examiner

Please note the title which was given with the processing instructions

The proposal of a second examiner: _____
The examination board assumes that the second examiner has agreed.
The proposal made is not binding for Examination Board.

Mr/Ms

Dear Ms / Mr,

The examination board kindly asks you for the second report. The report will be finished by the date -----.

Yours sincerely

Process Instructions

- 3 copies of the Master Thesis have to be handed into the examination's office.
- **For all students: according to the RSPO § 14 (3) the following applies:** you have to hand in your MA Thesis additionally in electronic form (3 x DVD/CD). These must each be attached to the work.
- The work should include footnotes and bibliography about 60-80 pages with about 18,000-25,000 words. There are no requirements regarding the font size, margins, and design of the cover sheet.
- The accompanying affidavit is at least a copy of the thesis (copy for the examination office) attached.
- The thesis can be given personally to Ms Pankrath (in room 307) on the day of the deadline until 1pm or put in the postbox of the examination office (room 320) until 6 pm or sent in the post until 12 midnight. The date of the postage stamp is valid or alternatively the delivery receipt.
- The Examination Board recommends that you seek the advice of two examiners at the beginning of the preparation period.