

Announcement Master colloquium for BIT

Please fill out the form 'Announcement Colloquium' after you have set a date and time with your committee members. Plan your colloquium during the college hours as shown at: www.utwente.nl/en/ces/planning-schedules/lecture-hours-exam-times/

1 / 2 period	08.45 – 10.30
3 / 4 period	10.45 – 12.30
Lunch break	12.45 – 13.30
6 / 7 period	13.45 – 15.30
8 / 9 period	15.45 – 17.30

The office for educational affairs MBIT (BOZ) will send the 'Announcement Colloquium' to the following parties involved:

1. Committee members (+secretaries) and graduate
2. Booking office UT
3. Student portal announcements

Upload your thesis

In order to graduate for your bachelor or master it is necessary to upload your thesis to UT Student Theses (<http://essay.utwente.nl>).

Before completing this form you have to make sure that whether or not making the thesis publicly available via the repository is supported by all parties involved. If no public access is permitted, it is also possible to restrict the publicly visible information. In both cases you must give explicit permission to deposit the thesis in the UT Student Theses. Please note that you have to apply for confidentiality via a request to the Programme director (see Education and Examination Regulations).

More instructions about how to upload your thesis you can find at: <http://essay.utwente.nl/upload.html>
After uploading the thesis the student, the tutor(s) and the administration office of your faculty will be notified by means of a generated e-mail. The thesis will be available in UT Student Theses within 3 working days and will be attached to your student file in the UT archive.

Please make sure this form has been received by the office for educational affairs MBIT (BOZ, boz-bit@utwente.nl) at least 15 working days prior to the colloquium. Forms handed in after this deadline will not be processed.

Announcement Master Colloquium for BIT

Full name:

Student number:

The above-mentioned student will, within the framework of the master assignment within the degree programme:

Business Information Technology

Specialisation _____

BIT Double degree programme with WWU Muenster

give a presentation about (title): (PLEASE PRINT CLEARLY)

Thesis is **confidential:** Yes No

Note. Confidentiality needs to have been requested from and approved by the Programme director beforehand. See EER.

Attention! When the thesis has not been processed in Mobility Online, the announcement will **not** be accepted!

Date colloquium:	Time colloquium:
Total number of guests:	Class room (preferred):

“GREEN LIGHT” FOR GRADUATION

First Examiner (name):	Signature (and check box):
<i>The first examiner declares the thesis has been checked for plagiarism and no active plagiarism was detected (check box)</i>	<input type="checkbox"/>
Second Examiner (name):	Signature:
External member and/or third supervisor (names):	
ONLY for students from the DOUBLE DEGREE Signature (Second) Supervisor from WWU Münster:	
Student hereby declares that all subjects have been completed and that all grades except for the Final Project are registered in <u>Osiris</u> . The student also declares that the date and time have been confirmed by the supervisors. <i>Note. If the grades are not registered in Osiris, BOZ can decline the colloquium announcement.</i>	
Date:	Signature student: