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|  **Colloquium Application Form Master Communication Studies** |

Please fill out this form after you have set a date and time with your committee members. It is preferable to plan your colloquium during the lecture hours as shown below:

Start colloquium : 09.00 hrs. (lecture hours : 1 - 2 08.45 – 10.30)

Start colloquium : 11.00 hrs. (lecture hours : 3 - 4 10.45 – 12.30)

Start colloquium : 12.00 hrs. (lecture hours : 3 – 5 10.45 – 13.30)

Start colloquium : 13.00 hrs. (lecture hours : 5 – 7 12.45 – 15.30)

Start colloquium : 14.00 hrs. (lecture hours : 6 - 7 13.45 – 15.30)

Start colloquium : 16.00 hrs. (lecture hours : 8 - 9 15.45 – 17.30)

In order to graduate for your master it is necessary to upload your thesis at least one day before your colloquium to **UT Student Theses** [http://essay.utwente.nl](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. Moreover, in both cases you must give explicit permission to deposit the thesis in the UT Student Theses.

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.

If your thesis is confidential please make sure that you have must issued a request for exemption at the BMS examination board: <https://www.utwente.nl/bms/examboard/for-students/changing-confidentiality-thesis/>

Please make sure this form has been sent to the office for Educational Affairs BMS boz-com@utwente.nl at least 15 working days prior to the colloquium, forms handed in after this deadline will not be processed.

With kind regards,

Miranda Boshuizen

Educational Affairs BMS

**Staff information:**

Name : Miranda Boshuizen

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Phone nr : + 31 53 489 9733

Address : Citadel H432

 University of Twente, Faculty BMS

 : P.O. Box 217, 7500 AE Enschede, The Netherlands

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| **Colloquium Application Form Master Communication Studies** |

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| **Family name:** |  |
| **Given name(s):** |  |
| **Student registration number:** |  |
| **Address after graduation:** |  |
| **Zip code and place of residence after graduation:** |  |
| **Telephone number:** |  |
| **Student e-mail:** |  |
| **Private e-mail:** |  |

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| **Permission to contact you by cell phone for our Alumni Network** | [ ]  YesCell phone number: ………………………………. | [ ]  No |

 **Attention**: Make sure your thesis has been processed in Mobility Online before the colloquium takes place!

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| **Date:** |  |
| **Time:** | [ ]  09.00 hrs.[ ]  11.00 hrs. | [ ]  12.00 hrs.[ ]  13.00 hrs. | [ ]  14.00 hrs.[ ]  16.00 hrs.  |
| **Preferred building and/or classroom:** |  |
| **Total number of guests:** |  |
| **First supervisor:** |  |
| **Second supervisor:** |  |

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| **Title of the thesis:** |
| **Thesis is confidential** | [ ]  Yes | [ ]  No |
| Attention: If your thesis is confidential you must issue a request for exemption at the BMS examination board: <https://www.utwente.nl/bms/examboard/for-students/changing-confidentiality-thesis/> |

Note:

* A diploma supplement (grading list) will be sent to the above address within 2-10 weeks after the day of your presentation.
* Please contact Student Services (Vrijhof) about de-enrollment.