Master colloquium and ‘green light’ for CS

***Please fill out the form to confirm the green light and after you have set a date and time with your assessment committee.*** Make sure this form is received by the office for educational affairs CS (BOZ, boz-cs@utwente.nl) at least 15 working days prior to the proposed colloquium date[[1]](#endnote-1). Forms handed in after this deadline might delay the preferred colloquium date and issuance of the diploma.

## Student information

|  |  |
| --- | --- |
| **Full name:** | |
| **Student number: s** | **UT email:** |
| **Alternative (non-UT) email address[[2]](#endnote-2):** | |
| **MSc Specialisation:** | |

## Master Thesis Project and presentation

|  |
| --- |
| **Title:** |
| **Thesis is confidential[[3]](#endnote-3): 0 Yes 0 No** |

## Final Presentation/colloquium

|  |  |
| --- | --- |
| **(preferred) Date colloquium:** | **(preferred) Time colloquium[[4]](#endnote-4):** |
| **(preferred) Location:** | **Expected number of attendees:** |

## Assessment committee and green light

|  |  |
| --- | --- |
| **Senior Examiner** (name)**:** |  |
| **Examiner** (name)**:** |  |
| External advisors and additional supervisors / examiners: |  |

|  |  |  |
| --- | --- | --- |
| **Student hereby declares that:**   1. both RT and FP are registered in Mobility Online, with uploaded and signed forms[[5]](#endnote-5). 2. the date and time have been confirmed by the examiners/supervisors 3. the final thesis will be uploaded to essay.utwente.nl no later than 1 day prior to the colloquium 4. all courses have been completed and that all grades, except for the Final Project, are registered in Osiris or indicate below if there is another course pending except the Final project: | | |
| **Course code(s)** | **Course name(s)** | **Expected completion date(s):** |

|  |  |
| --- | --- |
| **Date:** | **Signature student:** |
| **Date:** | **Name and signature Committee Chair for green light:** |

## Upload your thesis

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

More instructions about how to upload your thesis can be found at: [essay.utwente.nl/upload.html](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 automatically uploaded to your student file in the UT archive.

Before completing this form you have to make sure that making the thesis publicly available via the repository is supported by all parties involved. If no public access is permitted, it is possible to restrict the publicly visible information if you applied for confidentiality via a separate request (see Education and Examination Regulations).In both cases you must give explicit permission to deposit the thesis in the UT Student Theses.

1. Based on this form the office for educational affairs CS (BOZ) will send the ‘Announcement Colloquium’ to the following parties involved: 1) graduate, 2) committee members (+secretariat), 3) Booking Office UT, 4) News announcements. [↑](#endnote-ref-1)
2. Necessary in case your student mail has been discontinued and we still have to reach you with regards to your thesis or issuance of your diploma documents. [↑](#endnote-ref-2)
3. Confidentiality requires prior approval (see EER). [↑](#endnote-ref-3)
4. Align your colloquium to lecture hours, plan within one lecture hour block, e.g. 3/4: [www.utwente.nl/en/ces/planning-schedules/lecture-hours-exam-times/](http://www.utwente.nl/en/ces/planning-schedules/lecture-hours-exam-times/). [↑](#endnote-ref-4)
5. When the thesis has not been approved in Mobility Online, the announcement will not be processed. [↑](#endnote-ref-5)