

Final Bachelor's assignment agreement CSE

Request for approval of Bachelor's assignment, committee and Bachelor agreement

Form for:

- Application for approval from the CSE Examination Board for the content of the BSc assignment, the Bachelor's-assignment committee, and the curriculum
- Agreement for the Bachelor's assignment

To:	Examination Board BSc Chemical Science & Engineering, c/o BOZ-CSE
From:	
Student number:	
Research group:	

Start date of assignment:

Composition BSc-assignment committee

Chair: <i>(appointed by Examination Board; BOZ will fill in the name)</i>
Head supervisor:
Daily supervisor:
Additional members: (optional)

 (signature student)

 (signature secretary of Examination Board for approval)

N.B. In order to be able to start with the Bachelor's assignment on the planned date, this request including all attachments must be submitted to the Educational Affairs Office no later than 1 month before the planned start date of the Bachelor's assignment. That month is needed for administrative processing.

Appendices:

1. Description of the Bachelor's assignment;
2. Agreement for the Bachelor's assignment, including elective courses and planning of course(s) still to be completed;
3. Step-by-step plan Bachelor's assignment and planned additional activities.

Appendix 1: Description of BSc assignment (202000763)

Associated with the request for approval from the BSc-assignment Committee and the description of the Bachelor's assignment. To be completed by the head supervisor in consultation with the daily supervisor.

Appendix 2: Agreement Bachelor's assignment (202000763)

Student name:

Student number:

Research group:

At start of BSc assignment all conditions are met: ¹ **yes** **no**

Target date to achieve last exam part (month, year):

Still open modules to be passed for the bachelor's exam:

Name of module	Osiris code	Credits (EC)	Expected date of finalisation

Extra courses / modules outside the examination programme (complete below if applicable):

Name of course / module	Osiris code	Credits (EC)	Date of finalisation

Follow-up programme after completion of the bachelor's CSE²: (tick and complete)

None

.....
Chemical Engineering, track Chemical and Process Engineering, University of Twente

.....
Chemical Engineering, track Molecular and Materials Engineering, University of Twente

.....
Chemical Engineering, track Materials Science & Engineering, University of Twente

.....
Other master programme at University of Twente, namely:

.....
Master programme elsewhere, namely:

Please pay attention!

In accordance with Article 7.10 paragraph 2 of the Higher Education and Research Act (WHW), the bachelor's examination is passed when the examinations of the bachelor's programme have been passed.

The Examination Board determines on which day the exam results of the bachelor's examination will be dated. As a rule, this is the day of the last course unit completed. In a number of cases, it may be necessary to request postponement, for example if an extra-curricular elective course is completed after the last exam component that has yet to be added to the bachelor's programme.

In accordance with EER Art. 5.2 paragraph 4, a motivated written request can be submitted to the Examination Board not to proceed with the declaration that an examination has been passed and therefore not to issue the certificate yet. In the request, the student must in any case indicate the duration of the postponement desired. If the student has requested a postponement, the examination date will be the date about which the Examination Board decided to declare the student passed.

¹The student can only start with the Bachelor's assignment exam component if he / she meets the following conditions:

Students who wish to do the final bachelor's assignment in quartile 4 must meet the following conditions:

- the student has passed all exams necessary to complete the B1 programme;
- the student is yet to complete no more than 15 EC from modules 5-10.
- two presentations and the draft introduction within study unit PBA in module 11 have been passed.

Students who wish to do the final bachelor's assignment in another period than mentioned in paragraph 3 of this article must meet the following conditions:

- the student has passed all exams necessary to complete the B1 programme;
- the student is yet to complete no more than 15 EC from modules 5-11;
- the study unit PBA in module 11 has been passed.

²

Conditions

Intended for the research group / head supervisor: please tick the conditions below as read

The research group / head supervisor guarantees adequate supervision. At the start of the Bachelor's assignment, a deputy head supervisor will be appointed.

The student is entitled a discussion of the progress with the head supervisor at least once every two weeks.

The head supervisor (or in his absence, the deputy) will report deviations of more than two weeks from the schedule referred to in Appendix 2 to BOZ-CSE and / or the secretary of the Examination Board, stating the reasons.

The research group / head supervisor will make properly functioning equipment and supplies / materials available in a timely manner to be able to properly carry out the Bachelor's assignment.

The head supervisor has taken note of the date on which the centrally-organised colloquium will be held.

The research group/ head supervisor will provide a workplace.

Intended for the student: please tick the conditions below as read

Prior to the start of the Bachelor's assignment, Preparation Bachelor Assignment (in Module 11) must be completed.

If you cannot participate in the centrally-organised colloquium, you must submit a written request for postponement to the Assessment Committee with a cc to BOZ-CSE at least two weeks in advance.

One copy of this agreement will be sent to BOZ-CSE no later than 1 month before the scheduled start date of the Bachelor's assignment. One copy is kept by the student and one copy is kept by the research group where the student performs the Bachelor's assignment.

The assessment form for the Bachelor's assignment can be found on the programme Canvas site. The assessment aspects are described in the explanatory notes to the form.

Signed for agreement,

Enschede, - - 20

(student)

(head supervisor)

Appendix 3. Step-by-step plan Bachelor's assignment

Preliminary note:

The meetings that take place in Module 11 are listed in the timetable.

Fill in a detailed step-by-step plan of the Bachelor's assignment and the activities that you will be doing during your assignment below. The step-by-step plan starts in the first week of the quartile after approval of the Examination Board for the assignment has been obtained.

Clearly indicate when your interim evaluation will take place. You must submit your final report on Monday in the last week of the quartile. The centrally-organised final presentations in general will take place on Thursday / Friday in that same week. The step-by-step plan may be point by point.

Week	Activity

Ancillary activities leading to deviations from full-time schedule and possibly postponement of the presentation date.

(if a student can work less than 42 hours a week on the Bachelor's assignment because of courses that must be done in the same period, activism, side jobs, etc.)

Ancillary activities	Period