

Starting with your graduation project

- **When can I start with my graduation project?**

You have to have completed at least 60 EC of your master courses have finished your internship by handing in the report to your UT internship supervisor and completed all the pre-master courses successfully.
- **What happens if I don't meet the requirements**

Before the start of your graduation assignment, you should complete the application in Mobility Online and provide all required agreements. If you don't meet the entry requirements, your (intended) supervisor will also be informed.
- **How do I get a supervisor**

In case you choose an assignment outside of the UT you need to make sure that you first have a supervisor before you accept an assignment. If you intend to choose an external assignment it's best to discuss this with your track/specialization coordinator to see if the assignment is suitable for you and who you can approach as your supervisor
- **How do I get an assignment**

You can choose to take an internal assignment provided by the University of Twente or an external graduation assignment provided by another university, a research institute, or a company. You can find this assignment yourself or ask your track/specialization coordinator for help.
- **Is there a database available with graduation projects?**

No there is no database available, you are responsible to find your graduation project. If you require help it's best to contact your specialisation coordinator.
- **What do I have to arrange before the start of the assignment?**

Please check everything that is required in the master guideline on the [website](#)
- **Can I do the graduation project in a company**

You can choose to take an internal assignment provided by the University of Twente or an external graduation assignment provided by another university, a research institute, or a company. In general, but especially for an assignment outside the university good planning and clear appointments need attention.
- **Which steps do I need to take when I choose to do my graduation project outside of the UT?**

If you accepted a thesis project with an external organisation, always register the formalities regarding the thesis project in an agreement. Unless the host organisation requires you to use their format, please use the format on our [website](#). This format is a three-party agreement in which the representative of the host organisation, the representative of the university and you sign for the part you are responsible for. If the host organization requires the use of their contract format, please let this format be compared to the ET format by the university representative by sending it to the programme coordinator.
- **Where do I send my agreement to get a signature from the UT**

The three-party agreement can only be signed by the managing director or dean of the ET faculty. Please send the filled-out agreement to a.j.vandenberg@utwente.nl
- **What do I do if my project is confidential?**

The University of Twente intends to avoid formal confidentiality agreements as much as possible. However, if an external organisation insists on having a confidentiality agreement, preferably use the [confidentiality agreement](#) proposed by the university. Please find the procedure in the master guideline on the [website](#)
- **How long can my graduation project take?**

The duration of the master thesis corresponds to the applicable study load for the Master thesis, 45 EC equals 8 months of full-time dedication. You will be monitored during this period and if the thesis time passes 12 months you should ask permission from the Examination Board for an extension. If the extension isn't given, you are required to start a new thesis project.
- **What happens if I don't graduate within the year?**

If the thesis time passes the 12 months the student should ask permission from Examination Board for an extension. If the extension isn't given, you have to start a new thesis project.

Mobility Online

- **How can I register in Mobility Online?**
You need to make an application in the extended pipeline of Mobility Online. Please first check the general procedure, this procedure can be found on the website or the Canvas page.
- **What do I have to do if my registration in Mobility Online doesn't get approved?**
If your application is not approved you will have received an email about what you are required to do. If the email is not clear to you please contact the programme coordinator via: mastercoordinator-me@utwente.nl
- **When do I have to register in Mobility Online?**
As soon as you have an assignment you need to register in Mobility Online. Make sure that you register the correct start- and end date so we can track your progress.
- **I've completed my graduation assignment, do I need to upload anything in Mobility Online?**
No, you don't have to upload anything in Mobility Online just make sure that you have completed all the required steps in your application. You should be able to see what you still need to complete when you log in to your application.
- **What if my supervisor is not listed in Mobility Online?**
If your supervisor is not listed please send an email with the name of your supervisor to: mastercoordinator-me@utwente.nl so they can be added to Mobility Online
- **Do I need to make any changes after my proposal has been approved?**
No, after your proposal has been approved any required changes will be done by the programme after your graduation.
- **Can I change the end date in Mobility Online?**
No, once you have registered an end date is no longer possible to change this. The end date is merely an indication when you will finish, after your graduation, we will change the end date accordingly

General Questions

- **What do I do when I have a delay in my graduation project?**
Please get in touch with your graduation supervisor about your delay and discuss the situation with the study advisor
- **When do I have to register for my final defense?**
Please find all the instructions in the graduation checklist on the [website](#)
- **Which requirements does my paper have to meet?**
Please check the master guide mechanical engineering on the [website](#) for more information
- **What do I have to do in case of a double degree?**
If you are graduating with a double degree you need to make sure that your graduation assignment gets approved for both programmes for which you have to contact your track/specialization coordinator. You will need to apply for both programmes in Mobility Online and make sure that you complete both procedures
- **I have motivational problems, who can I see?**
You can always discuss this with your graduation supervisor or contact the study advisor

What do I do when my question isn't listed?

If your question isn't listed please get in touch with the programme coordinator:
mastercoordinator-me@utwente.nl