

How to apply for registration of a master thesis project

Issued by the examination board of the Master of Science Program Experimental and Clinical Neuroscience, University of Cologne, Oct 28, 2021.

Disclaimer: The legally binding regulations are outlined in the exam regulations (Masterprüfungsordnung) as published on 27.02.2019 and available here:

https://am.uni-koeln.de/e25983/am_mitteilungen/@32/AM_2019-12_AeO_ZO-MA-Neurowissenschaften_ger.pdf

Further details are regulated by the examination board (Prüfungsausschuss, PA-MSc-NW).

Applications for registration of a master thesis have to use the Master Thesis Registration Form in its most recent version (to be found at <https://neuroscience.uni-koeln.de/downloads>) and they need to be sent to the examination board through the mail address PA-MSc-NW@uni-koeln.de. Applications are approved by the examination board (PA-MSc-NW). Applications are required to be handed in 4 weeks prior to the intended starting date to allow for sufficient time of formal checks and approval. The candidate has to obtain signed approval of a 1st examiner and a 2nd examiner for her/his master thesis and colloquium prior to her/his application.

By default, 1st and 2nd examiners are chosen from the list of examiners (see below) that has been approved by the examination board. 1st and 2nd examiner must belong to different research groups from two different institutions.

By regulation (Masterprüfungsordnung, see link above), both examiners are expected to either hold a professorship or have passed the degree of habilitation (or equivalent). Exceptions may be granted on application by the examination board (in such cases please allow for additional time to evaluate your registration form). Generally, the 1st examiner is also the supervisor of the thesis. However, there is the possibility to suggest in addition a direct supervisor for the thesis (she/he will not be examiner and thus not grade the thesis and/or colloquium) in addition to the two examiners. This constellation may e.g. be relevant in cases where the candidate applies for an external master thesis (in such cases please allow for additional time to evaluate your registration form).