

Short overview: Thesis and Colloquium of BSc- und MSc-Studies at the Department of Applied Natural Sciences

Procedure:

1. Search a placement and a topic for your thesis
2. Find a first examiner at our university
3. Application for admission and registration of the thesis with the examination board:
 - Instructions for registering the thesis in [ISS](#)
 - Log in to ISS with your MIA password using the following link:
 - <https://iss.h-brs.de/Abschlussarbeiten/secure/stud/uebersicht.xhtml>
 - Enter the required data in the mask

Process period! Please note date and deadline of admission!!!

- In the application for admission to the thesis, you have specified a start date for the thesis (under 'Start date of thesis'). From this date, Bachelor students have two months, Master students have five months to submit their thesis. The last possible submission date is displayed in ISS to the day.
 - **Example:**
 - Bachelor's degree programs: Start of the thesis: 12.07.2024;
Latest submission date: 12.09.2024
 - Master's degree programs: Start of the thesis: 12.07.2024;
Latest submission date: 12.12.2024
 -
4. You can submit the thesis at the department's office or at the information desk of the Department of Natural Sciences. Please note:
 - Do not forget to sign page 1 of your thesis regarding the independent preparation of the thesis! (see also document "Thesis Guide")
 - Submit the thesis in one to three copies; the number of copies to be submitted depends on whether the examiners prefer bound copies or pdf files; you must clarify this with the examiners in advance (if necessary, contact the secretary's office for other delivery to the second examiner)
 - Bring the completed submission form with you: see "Submission confirmation" form.
 5. Arrange colloquium date with examiners / supervisors
 6. Application for admission to the colloquium
 - Log in to ISS with your MIA password using the following link:
 - <https://iss.h-brs.de/Abschlussarbeiten/secure/stud/uebersicht.xhtml>
 - Enter the colloquium date online and forward the application online to the examination service; submit the application at least one week before the colloquium date.