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## Important information about registering your thesis

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⇒ All information and current BA registration deadlines can be found on the Examination Office's website: <http://www.uni-marburg.de/fb03/studium/pruefungsbuero>

⇒ The completion date of your studies depends on the most recently completed examination, for which you must be enrolled.

⇒ Please contact your examiner in a timely manner.

⇒ The topic form will be completed by the primary examiner and forwarded to the Examination Office.

⇒ The topic will only be issued after approval by the chair of the Examination Board.

⇒ The examiner is automatically appointed upon submission of the signature. The Examination Board reserves the right to review the examiner's eligibility to administer the examination.

⇒ At the end of the thesis, a signed affidavit must be enclosed (see sample at the end of the file).

⇒ Sample title page of a thesis

⇒ The thesis must be submitted to the Examination Office by the deadline, either in person or by mail (the **postmark** is the date that counts), in **two bound copies and a digital version** (to be submitted by email via the student account to the responsible clerk).

⇒ If your degree program requires an **oral final examination**, the examination must take place in the presence of the primary examiner and a competent assessor.

# Sample title page for the thesis

The work must be submitted without the university seal

Department of Social Sciences and Philosophy  
at Philipps University of Marburg

Bachelor's thesis/Master's thesis in the subject xxx (f. ex. Philosophy)

**> *Title of the thesis* <**

Submitted by

>First and last name<

>Student number<

From

>place of birth<

Marburg, >year<

Primary examiner: >Title, Name<

Second examiner: >Title, Name<

## **Sample Affidavit**

(Attach to the end of your written work, and sign)

Declaration: By signing this declaration I confirm that I have completed the present thesis/essay independently, without help from others and without using resources other than indicated and named. All phrases that are taken directly or indirectly from other sources (incl. electronic resources), quoted verbatim or paraphrased are indicated accordingly. The use of artificial intelligence (AI; e.g. chat GPT) as an aid is only permitted if the use is also indicated by a corresponding source reference.

I declare that the thesis or parts thereof have not been submitted by me or by others as part of another examination.

I am aware that any violation of this declaration will result in the work being graded as 'failed' (0 grade point according to § 16 (2) and 28 respectively of "Allgemeine Bestimmungen").

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Place, Date

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Signature of the candidate