

Specific Instructions

In connection with Section 8 and Section 11 of the Framework Examination Regulations for Universities of Applied Sciences in Bavaria (RaPO) and Section 11 of the General Examination Regulations (APO) of the Deggen Dorf Institute of Technology, as currently amended, regarding the completion of the Master's thesis.

1. The Master's thesis must be submitted on time in digital form via the Primuss portal. The thesis shall remain with the respective examiner at Campus Cham, Faculty of Applied Natural Sciences and Industrial Engineering.
2. The text portion must be word-processed, single-sided, with 1.5 line spacing and a font size of 11–12 for the body text, and should generally not exceed a length of 80 pages. Margins of 3.0 cm on the left and 2.0 cm on the right must be observed.
3. The Master's thesis (including all figures) must be submitted in original format or original quality. The DIT logo may only be used on the title page and strictly in the specified format. Neither the university logo nor company logos may be included in the headers or footers within the body of the work.
4. The Master's thesis must include a full list of references, literature, information obtained, and any additional sources used. Regarding formal requirements, reference is otherwise made to:
Lück, W., Technik des wissenschaftlichen Arbeitens, 1992, p. 10 ff.
Contrary to this, footnotes are not to be numbered page by page, but consecutively throughout the document. Headings should be formatted in bold rather than underlined.
5. The registration and submission of the final thesis must be carried out directly through the Primuss portal. Further details and the submission upload fields are available in Primuss.

The process in brief:

- a. Enter your registration details in Primuss and generate the registration form as a PDF file.
 - b. Upload the signed PDF back onto the Primuss portal.
 - c. Your thesis supervisor does not need to sign. Their digital confirmation of your thesis registration will kickstart a Primuss workflow.
 - d. Submit your thesis in the agreed format to your supervisor. Then, upload the required documents on Primuss (a ZIP file of your thesis and, in case of a topic change, the signed approval form).
 - e. The Study Centre will verify whether everything has been uploaded correctly.
 - f. For questions regarding content, please contact the Study Centre: sz-cham@th-deg.de
 - g. For technical issues, upload problems, or similar matters, please contact: primuss-support@th-deg.de
6. You must declare in writing that you have written the thesis independently and without unauthorized assistance, and that all sources and aids used have been indicated. The "Declaration" form, in accordance with the sample declaration, must be bound into the thesis directly after the title page.
 7. If applicable, a consent form for non-commercial publication within the university domain is to be filled out.
 8. The Master's colloquium form only needs to be submitted to the Study Centre of Cham Campus upon successful completion of the presentation, signed by all examiners who also carry out submission.
 9. Details should be clarified with your supervising examiners. Deviations from these special regulations are permissible to this extent. No deviations are permitted for the Master's colloquium.

Prerequisites and Deadlines for Master's Theses

The statutory provisions can be accessed via the links below:

[Rahmenprüfungsordnung für Hochschulen in Bayern §8 \(3\), \(4\), §10 \(2\)](#)

[Allgemeine Prüfungsordnung der Technischen Hochschule Deggendorf §11 \(1\)](#)

[Studien- und Prüfungsordnung ab SS 2021: §9 \(2\), \(4\)](#)

Requirement

To register the Master's thesis, students must have earned a minimum of **40** ECTS credits.

Completion Period

The deadline from topic assignment to thesis submission must correspond to the scope of the topic and is set at **six months**.

Submission and Retake Periods

In Master's programmes, the Master's thesis should be completed with a minimum grade of "sufficient" (4.0) by the end of the standard period of study. If a student exceeds this period by more than two semesters without passing the thesis, the Master's thesis will be graded as failed at the first attempt (= deadline fail / "Fristenfünf" on first attempt).

Supplement to the Study and Examination Regulations

The Examination Board of Cham Campus, Faculty of Applied Natural Sciences and Industrial Engineering, has decided not to further restrict the deadline set in the General Examination Regulations (APO) between the assignment and submission of the Master's thesis.

Applications for an extension of the completion period or returning the topic must be submitted in writing to the competent Examination Board at least two weeks before the submission deadline, stating reasons (Section 11 (4) Item 4 APO). Only reasons for which students are not responsible and which are either personal to the student or the responsibility of the university may be asserted.

Framework Examination Regulations (RaPO)

If the Master's thesis has been graded as "insufficient" (nicht ausreichend), it may be repeated once **with a new topic**. The second attempt at the Master's thesis must be registered no later than six months after notification of the first grade.

In Master's degree programmes, students should achieve a grade of at least "sufficient" (ausreichend) in all final grades based on examinations required by the university examination regulations for passing the Master's module, as well as in the Master's thesis, by the end of the standard period of study.

If a student exceeds the standard period of study by more than two semesters without fulfilling the requirements set out in sentence 1, the Master's module is deemed to have been failed on the first attempt.

Deadlines may be reasonably extended upon application to the Examination Board if they cannot be met due to pregnancy, child-rearing, illness, or other reasons beyond the student's control.

Master's Thesis

Deggendorf Institute of Technology - Campus Cham

Faculty of Applied Natural Sciences and Industrial Engineering

Study Programme: Master Robotics

German thesis title
(translation in consultation with first examiner)

English thesis title

master's thesis to obtain the academic degree:
Master of Engineering (M.Eng.)

submitted by:	first name, name place matriculation number
---------------	---

first examiner:	title, name
-----------------	-------------

place, *date*

Declaration

name, student

name, supervisor

title of the master's thesis

1. I hereby declare that this Master's thesis is my own independent work, that it has not been submitted in whole or in part for any other examination, that no sources or tools other than those acknowledged have been used, and that all direct and indirect citations have been properly credited.

Cham,

signature, student

2. I give my consent for my Master's thesis to be made accessible to the wider public through the university library. To enable this, I am providing one additional bound copy of the Master's thesis.

☐ Yes

☐ No

Cham,

signature, student

I declare and guarantee that I am the sole holder of all rights to the Master's thesis, including the right of disposal over templates for attached figures, plans, or similar materials, and that making it publicly accessible violates neither third-party rights and claims nor statutory provisions.

To be completed by the supervisor if the author consents to making the Master's thesis publicly accessible:

3. I declare that the inclusion of a copy of the Master's thesis in the library holdings and the lending of this copy is:

☐ approved

☐ not approved

Cham

signature, supervisor

Guidance on Non-Disclosure Agreements (NDAs):

Non-Disclosure Agreements (NDAs) with commercial companies / industry partners in the context of supervising bachelor's or master's theses are generally not entered into.

Members of the academic staff supervising a thesis are already bound by confidentiality under their employment or official service relationship with the university pursuant to Section 37 (1) of the German Civil Service Status Act (Beamtenstatusgesetz – BeamtStG) and Section 3 (2) of the Collective Agreement for the Public Service of the German States (TV-L). Consequently, there is no obligation to execute a non-disclosure agreement in one's own name.

Faculty of **Applied Natural Sciences and Industrial Engineering**

This form only needs to be signed and uploaded to Primuss in the event of **a subsequent modification to the topic**, at the latest upon submission of the final thesis. This applies to all types of changes, not strictly thematic revisions (e.g., adjustments to sentence structure, English/German working title variants, etc.). Please compare the topic recorded in the Primuss portal with the actual title of your final thesis.

name, student

DIT student email account

name, first examiner

Final thesis topic agreed upon with the supervisor (**in German & English**):

date, student signature

date, supervisor signature