

EUROCULTURE THESIS DEADLINES and EXTENSION REGULATIONS FOR GROUP 2018-2020

	Registration Deadline	Submission Deadline	Oral Defence? When?	Oral defence also for 2nd semester students?	Defence possible by means of skype?	Consequence of not meeting deadline of 1 June	Oral defence when 1 August deadline is met?	Consequence of not meeting deadline of 1 August	Note	Instructions for submission process. <i>In general: all students are requested to upload their thesis as per 1 June or 1 August deadline on the Euroculture blackboard (instructions will follow). Inquire with BOTH your supervisors if they need a soft and/or hard copy of your thesis. Moreover, a digital version (soft copy) of your thesis should be submitted to the coordinators of the first and second universities.</i>
Deusto:	Done at beginning of 3rd semester	1 June	yes, first two weeks of July at the latest	Yes	YES possible	Submit thesis per 1 August, costs involved: none	Defence will be before the end of September	Re-registration will be required for the following academic year, with deadlines on 1st June and 1st August. Estimated costs: 100 EUR per ECTS credit (25 x 100 EUR =2500 EUR)		Euroculture students must hand in 3 printed copies according to our standards and a pdf version to supervisors and coordinator (Maite). Furthermore, an electronic copy must be submitted to a university database, but procedures for this are changing, and students will be provided with specific information in this regard later.
Göttingen	16 December 2019 for the June deadline, 14 February 2019 for the August deadline (a later registration for the respective deadlines is not possible)	1 June (Consortium deadline; 1 August as possible alternative deadline)	No	No	not applicable	Register thesis by 15 February 2020 and submit thesis per 1 August. Re-registration for hand-in after 30 September required with payment of regular full fees		If students submit after 30 September, they have to pay the regular tuition fees in Göttingen: 1400 EUR for EU students and 4000 EUR for non-EU students		One soft copy uploaded to the examination office via FlexNow by the deadline (and notification to: Martina.Heinzen@zvw.uni-goettingen.de) . The thesis only counts as submitted if submitted accordingly.
Groningen	No registration	1 June	No	No	not applicable	Submit thesis by 1 August. In that case students will only be allowed to graduate at the beginning of September if a passing grade is available before 31 August (and if applicable as well as the defense at the other university), and only under the following supplementary conditions: 1. Student has fulfilled all other study duties except for the MA thesis, i.e. has obtained all ECTS credits except for those awarded for the thesis. 2. Student himself/herself is responsible for asking the supervisors in advance (May) to be so kind to write the assessment in the course of August (i.e. in the holiday period). If the supervisor does not agree, there is nothing which can be done about it by the Euroculture office in Groningen (or at the other partner university). It means the student himself/herself takes the risk that the assessment will not be ready in time and he/she will have to re-register per 1 September and pay the requested fees.	Not applicable	Students can submit until 1 August without extra costs, but only if the final thesis grade will be available by 31 August. If they do not submit a thesis paper in time or submit a thesis which fails they have to re-register at the University Groningen per 1 September 2020. The amount of extension fee will be around* 2120 € for 1 full academic year (or 1/12 of that amount per month of extension needed) * <i>RuG fees 2020-2021 will only be announced at the start of 2020</i>		Students have to upload the thesis (in PDF format) through the thesis service of the Office for Student Affairs. See: http://student.portal.rug.nl/infonet/studenten/let/onderwijs/afstudeeren/scriptie The thesis will be stored in the archives of the Euroculture degree programme.

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Olomouc	Registration deadline is 20 May + All study duties are to be fulfilled by 1 June	1 June	Last two weeks in June	Yes	NOT possible	Students who do not meet the deadline of 1 June have one more deadline on 1 August and will be allowed to graduate at the end of August/ the beginning of September, but only under the following conditions: - Student's study agenda is finalized (i.e. all credits are filled in the electronic study agenda plus transcript of records and other relevant documents are submitted to the study office) before 30 June. - Student registers for the thesis defence and final master exam before 30 June. - Student her/himself is responsible for asking the supervisors in advance (in May) to be so kind to assess their thesis during August - both assessments are ABSOLUTELY NECESSARY for the defence (it cannot take place without them, and in this case, it must be the student's responsibility)	If the deadline of 1 AUGUST is met and if all conditions are fulfilled, the oral defence and final master exam take place at the end of August/ the beginning of September	In case student does not graduate at the end of August/ the beginning of September, he/she must enrol for next academic year and pay the regular tuition fee. A tuition waiver might be negotiated if all the study requirements (apart from the thesis) are fulfilled.	Students who extend their studies and pay extension fee have the next opportunity to defend the thesis in January. In this case, the thesis must be submitted before 1 December.	The electronic version of the thesis must be uploaded in STAG (an online system that manages student's studies) by 1st June (or 1 August when taking the 2nd deadline). Student has to fill in a document "Data about MA thesis" in the study system. Two hardcopies and the document "Data about MA thesis" must be delivered to the study office by 1st June (or 1 August when taking the 2nd deadline). The study office address where you are supposed to send the hardcopies is to be found here: http://euroculture.upol.cz/contact/ More detailed information on the thesis defence and final state exam as well as on the administrative procedures to be found here (at the bottom of the page): http://euroculture.upol.cz/about/study-plan/
Krakow	Before submitting the final thesis, students must first gain approval for submitting from their supervisors, and then upload their thesis to the Online Thesis Archive. The system will automatically register your thesis in the archive and generate a PDF file which you may print out (although this is not necessary) We suggest to start this process at least 2weeks in advance of the deadline. Instructions on submission and online thesis archive can be found on the Euroculture Krakow website. http://www.euroculture.wsmip.uj.edu.pl/students/thesis-info	1 June	Yes. Possible to schedule between the first week of June until the first week of July or during the months of September/October for the August 1st deadline. No later than 01 October	YES	Provision for skype defences may, in special circumstances, be requested by the student. Cases are dealt with on an individual basis. Joint defenses are organised with consortium universities which also have the thesis defense is possible.	Submit thesis per consortium second deadline: 1 August. Students must notify the coordinators and their supervisors that they wish to submit by the second deadline.	Until 01 October	Students who do not meet the Aug 1st deadline may submit a request for an extension until September 30 without incurring extra fees. Students who do NOT submit by Sept 30 will be automatically crossed off the student list. They will then be able to apply for a student reinstatement and extension by means of a written letter to the proper university authorities. If the letter is not submitted, they will NOT have the right to the extension or be reinstated for the next academic year. Students repeating the year are subject to tuition fees, calculated according to Jagiellonian University regulations. Please see the Euroculture Krakow website for details.	All the information regarding submission and graduation is mentioned on the website http://www.euroculture.wsmip.uj.edu.pl/students/thesis-info	

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Strasbourg	No registration	1 June	Yes: Defences should take place before Friday the 10th of July 2020	Yes	Yes, possible.	Submit thesis by 1 August 2020. No extra cost involved, but receipt of degree certificate might be delayed.	Yes: Defence should take place by 21st of September 2020.	If students fail to meet the deadline for submission, they can either make a formal request for an extension until December of the following academic year (submission and defence must take place before Christmas break) or they can re-enrol for the full following academic year (re-registration costs 261 euros).	It is preferred, but not essential, that students have acquired all credits before defending their thesis.	No requirement for hard copy (at the supervisor's discretion), and no need to upload the thesis.
Udine	No registration	1 June	No.	No.	Not applicable.	Submit thesis by 1 August, cost involved: None	No.	Late submissions are possible without extension fees if students graduate by December 2020 at the latest.		Home (first semester) students need to send one hard copy (either in paper or CD) to the "Ufficio Master" (master@uniud.it - Ufficio Master, via Palladio 8 - 33100 Udine - Italy) and one soft copy to us (euroculture@uniud.it), while host (2nd semester) students only need to send one soft copy to us (euroculture@uniud.it). Students should ask their supervisor in Udine whether s/he wants to receive a hard copy of the thesis in addition to the soft copy.
Uppsala	No registration	1 June	No	Not applicable	Not applicable	Submit thesis per 1 August, costs involved : NONE	No	None		When you submit your thesis to your supervisors, make sure you also send a soft copy to the Uppsala Euroculture office. AFTER YOUR THESIS HAS BEEN GRADED: you will have to upload your thesis (PDF) to Uppsala's digital archive, DIVA. Instructions will be provided nearer the time. Your thesis grade cannot be finalised until you have uploaded to DIVA.