

**MASTER THESIS REGISTRATION PROCESS:
NATIONAL AND INTERNATIONAL ADMINISTRATION AND POLICY**

June 03 - June 14, 2024 (writing in WS 24)

**December 09, 2024 - January 08, 2025
(writing in SoSe 2025)**

Students

- Contact the professor within the stated time period to discuss your thesis topic.

Until 01. July 2024

Until 17. January 2025

Students should submit the topic sheet after having a mutual agreement with the professor.

- Completed topic sheet (TV) to the first supervisor
- Most recent PULS Transcript of Records to Dr. Kletzin by mail or in person.

Until 10. July 2024

Until 24. January 2025

The **First** supervisor

- Confirms the final topic on the topic sheet (TV)
- Signs it
- Forwards the topic sheet to the second supervisor

Until 17. July 2024

Until 31. January 2025

The **Second** supervisor

- Signs it,
- Forwards the topic sheet to Dr. Kletzin

Input to PA | Dr. Kletzin

At the latest 20 July 2024 (writing in WS 24)

At the latest 03. February 2025 (writing in SoSe 2025)

- Sign and date by the examination board
- **Return to students**
- **Students upload the sheet within one week in PULS (e-file)**

→ **BEGINNING OF THE 6 MONTHS PROCESSING TIME**