



Research Thesis

Thesis procedure for students writing their thesis in Spring 2021 or in Spring & Summer 2021

1. **Mid-term meeting period October/November 2020:** You are registered for a thesis in a specific track in Spring / Spring&Summer 2021.
2. **Monday, 16 November at the latest:** You send an email to the relevant Fellow or Track Coordinator, indicating a potential thesis topic and, if you want to, a preference for a specific supervisor. You can find an overview of the academic disciplines and Fellow contact information here: <https://students.uu.nl/en/university-college-utrecht/academics>
3. **November/December:** The Fellow advises you on steps to take to find a supervisor.
4. **Friday, 29 January 2021 at the latest:** The Fellow sees to it that all thesis writers who have taken the necessary steps are matched with a supervisor and that non-UCU supervisors are informed of UCU procedures and grading criteria.
5. **As soon as you know who will supervise you:** You set up a meeting with them.
6. **Friday, 5 February at the latest:** You complete an online form to register for the thesis, including a brief research proposal, which is then sent to the Fellow (you will receive an email with the link to the form in January).
7. **Friday, 19 February at the latest:** The Fellow approves the proposal or advises you on necessary changes.
8. **Before the hand-in deadline:** The Fellow makes sure that second readers are found and informs them of UCU procedures and grading criteria.
9. Hand-in deadline
21 May 2021 (Spring thesis) or
3 July (Spring&Summer thesis) or
a pre-determined date no later than **13 August** (for SCI theses that include lab work).
You hand in your thesis in Blackboard and send it by email to your supervisor and your second reader.