**NCU’s Faculty of Physics, Astronomy and Informatics**

# ................................................................. Toruń, ...........................................

*Student’s name and surname*

# ................................................................. Academic year: ...........................

*Student’s ID*

 ***Notification of intent to write a thesis***

I hereby notify that I intend to apply for the degree of **Master of Arts/Bachelor of Arts/Engineer/ Master of Engineering\***

# on the study program of: ......................................................................................................................

speciality:.................................................................................................................................

Estimated date of submitting the thesis: ...........................................................................................

Thesis supervisor: ........................................................................................................................................

Title: .....................................................................................................................................................

Subject of thesis:...............................................................................................................................

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*(filled by the supervisor)*

Engineering aspects **(if applicable)**: …………………………………………………...........

# …………………………………………………………………………………………………………

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*(filled by the supervisor)*

# ..................................... ...................................... ……….............................

***student’s signature supervisor’s signature study program head’s signature***

…………………

***Dean’s signature***

**\* Delete as appropriate**

**Excerpt from the NCU Study Regulations 2023 Chapter 14**

**Diploma thesis**

**§ 66**

**1. The diploma thesis is an independent study of a scientific, artistic or practical issue or a technical or artistic achievement, presenting the student's general knowledge and skills related to studies in a given field, level and profile, as well as the ability to independently analyze and make conclusions, prepared under the guidance of the supervisor.**

**1a. The diploma thesis at the Faculty of Fine Arts may be composed of equal parts prepared under the guidance of a supervisor and a supervisor or supervisors, who are responsible for the preparation of the individual parts of the thesis.**

**2. In graduate studies and unified master's degree programs, the thesis is prepared under the guidance of a supervisor who holds at least a doctoral degree.**

**3. Should organizational conditions allow it, a student is entitled to freely choose their supervisor.**

**4. At the student's justified request, after consulting the current supervisor, the dean may agree to change the supervisor.**

**5. The dean, after consulting the dean's council, may determine by means of an order additional criteria to be met by an academic teacher appointed to serve as a supervisor, in particular, possession of a degree, seniority in teaching and other.**

**§ 67**

**1. The title of the thesis is determined by the thesis supervisor in coordination with the student.**

**2. The dean, after consulting the dean's council, may, by means of an order, set rules for determining and approving thesis titles.**

**§ 68**

**1. At the student's request, positively approved by the supervisor, the dean may give permission to prepare the diploma thesis and conduct the diploma exam in a foreign language.**

**2. The permission referred to in section 1 is not required to prepare the thesis and conduct the diploma exam in a foreign language for philological study programs and study programs taught in a foreign language.**

**§ 69**

**1. The student is obliged to submit the diploma thesis by the date agreed with the supervisor, but no later than 10 days before the end of the last semester of study. Submission of the diploma thesis shall be understood as acceptance of the thesis by the supervisor and submission of an application for initiation of the graduation procedure.**

**2. Submission of the thesis is a condition for passing the diploma seminar or other classes in which the thesis is prepared.**

**§ 70**

**1. At the request of a student who has passed the classes included in the program of study with the exception of those referred to in § 69 section 2, submitted no later than 10 days before the end of the last semester of study, the dean may extend the deadline for submission of the thesis by no more than two months.**

**2. Extension of the thesis submission deadline extends the graduation date until the diploma exam.**

**3. In the event of the supervisor's absence, which could affect the delay of submission of the thesis, the dean shall appoint a person to take over the supervisor's duties. Section 1 shall apply accordingly.**

**§ 71**

**A student who has not submitted the diploma thesis by the deadline specified in § 69 section 1 or § 70 section 1, shall be removed from the student list by the Rector.**

**§ 72**

**1. Upon submission of the application referred to in § 69 section 1, the dean shall initiate the procedure for graduation and the granting of a professional degree.**

**2. The student is obliged to upload the thesis to the Diploma Thesis Archive by the date agreed upon with the supervisor.**

**3. The written diploma thesis is checked by the supervisor before the diploma exam in the Uniform Anti-Plagiarism System.**

**§ 73**

**1. The supervisor and a reviewer appointed by the dean shall prepare a written review of the thesis and evaluate it.**

**1a. In the case of the thesis referred to in § 66. section 1a, reviewers may be appointed to review and evaluate each part of the thesis.**

**2. In the case of graduate studies and unified master's degree programs, the reviewer of the thesis may be a person who holds at least a doctoral degree.**

**3. Thesis reviews are public and available for inspection in the Diploma Thesis Archive.**

**4. For the evaluation of the thesis, the grading scale specified in § 17 section 2 shall be used.**

**5. If the thesis supervisor and reviewer(s) have rated the thesis with different grades, the grade of the thesis shall be the arithmetic average of their grades. In determining the grade of the diploma thesis, § 81 section 4 shall apply accordingly.**

**§ 74**

**1. In the event that the thesis reviewer rated the thesis with a failing grade, the dean shall appoint an additional reviewer.**

**2. After the thesis has been evaluated by an additional reviewer, the dean shall decide whether to allow the student to take the diploma exam. If the additional reviewer evaluated the thesis with a failing grade, it cannot be the basis for graduation.**

**3. With respect to a student who has not been admitted to the diploma examination due to an unsatisfactory evaluation of the thesis, the competent authority shall issue a decision to:**

**1) allow the student to retake the year and enroll in the classes referred to in § 69 section 2, or**

**2) remove the student from the student list.**

**4. The decision to allow a student to retake a year is issued by the dean at the request of the student submitted within 14 days from the announcement of the review referred to in section 2 in the Diploma Thesis Archive.**

**5. The decision to remove a student from the student list is issued by the Rector if the student fails to submit the application to retake the year within the deadline specified in section 4.**