

Notes on submitting the final thesis (Bachelor`s/Master`s thesis) in the department Environmental Business/Environmental Law

**Submission at the departmental secretariat UW/UR: Room 9912/011, Mon - Fri from 10.00 - 12.00 hrs.
(Representation FB UP/UT: Room 9924/029) by prior appointment**

The following are to be handed in:

1. Original of the registration form with front and back page	
Without “Sperrvermerk” (Blocking note)	With “Sperrvermerk” (Blocking note) (makes publication of the work prohibited)
<p>2. Two hardbound copies (no ring binding!) <u>Cover sheet at least labeled with:</u></p> <ul style="list-style-type: none"> • Surname, first name • without Matriculation number (MatrNr) • Title of the work • Degree (e.g. B.A.) • Department and course of study • examiners • Semester of submission 	<p>As described on the left side; with mention “Sperrvermerk” (= Blocking note) in both copies</p>
<p>Declaration of independence: Signed written declaration by the students that they have written their work independently and have not used any sources and aids other than those listed, have only used AI systems with permission and have complied with the regulations for this and have clearly marked the text passages created with them and critically checked them for technical accuracy. In the case of group work, the declaration is made via the correspondingly marked part of the work.</p>	
<p>3. Transmission (see below) of a searchable pdf file of the complete thesis with</p> <ul style="list-style-type: none"> • All data of the cover sheet • Declaration of independence not required <p>File name: Bachelor/Master thesis_course of study_semester of submission_-surname,first name_MatrNr_short title.pdf <i>Bsp:</i> <i>Bachelor_WUR_SS2024_Schmidt,Gundula_929543_Da</i> <i>ta protection law.pdf!</i></p>	<p>3. Transmission (see below) of a searchable pdf file of the complete thesis with file according to the details listed beside</p> <ul style="list-style-type: none"> • Marked with “Sperrvermerk” (Blocking note) • Declaration of independence not required
<p>Transmission of the pdf-file: Via upload link from the departmental secretariat via Seafire on the same day as the printed copies are submitted. The upload link is sent to the students by the departmental secretariat by e-mail to the campus e-mail address. The receipt of the two bound versions counts for the submission on time!</p>	