

Student: First name, surname: No. of enrollment:
Postal address:
Tel. no.: Zedat-Email: @zedat.fu-berlin.de
Cellphone no.: Private Email:

**Mono-Bachelor's program:
Application for external realization of the project module
and/ or Bachelorthesis**

Annotation: • ECTS = European Credit Transfer System. The number of credit points according to the ECTS describes the absolute amount of hours required for realization of a certain study program or module within such. Thus, it also depicts the proportion of a module's mark in the overall average mark of a study program. A fulltime 3-year Bachelor's program usually contains 180 credit points according to the ECTS.

It is possible to do modules, especially the practical project module or/ and Bachelorthesis, external which describes the realization of the named modules outside the Institute of Biology of the Freie Universität Berlin (FU Berlin), Germany. The external realization of either of the two modules requires the student's application and agreement by the examination commission. Detailed information can be found within the study regulating documents 'Studien- und Prüfungsordnung' (in German) for the named study programs.

Conditions: Requirement for the external realization of each module is a **local supervisor** specialized in the project's research area and holding a permission for taking exams (corresponding to German title 'Professor/in' or 'Privat-Dozent'). S/he will be responsible for supervision and evaluation of the student and confirms the correctness of the data filled in below.

After succesful realization of the **project module** the supervisor will issue a certificate. The certificate has to be handed in at the office of examination outerly with the registration of the Bachelorthesis. It requires to contain the following information: The student's name and number of enrollment, the supervisor's name and institution, name of the module, number of study credits (ECTS), project title.

For students studying in the Examination Regulation of [Studien- und Prüfungsordnung vom] 11.07.2012) the practical project modul comprises 13 ECTS Points, the certificate does not contain a mark.

For students studying in the Examination Regulation of [Studien- und Prüfungsordnung vom] 23.01.2006) the practical project modul comprises 6 ECTS Points and the certificate needs to be evaluated with a mark according to the following grading system:

The **evaluation** of the student occurs according to the German system. 1,0 very good; 1,3 very good -; 1,7 good +; 2,0 good; 2,3 good -; 2,7 satisfactory +; 3,0 satisfactory; 3,3 satisfactory -; 3,7 sufficient +; 4,0 sufficient; 5,0 fail

For the project module the evaluation is based on a presentation about the student's practical work. The mark for the Bachelorthesis is given through evaluation of the Bachelorthesis and in communication with a co-supervisor associated to the Institute of Biology of the FU Berlin. The thesis can be written in German or English and is expected to have:

among 7.500 words/25 Pages (Examination Regulation of [Studien- und Prüfungsordnung vom] 23.01.2006)

7.500-10.000 words/40 Pages (Examination Regulation of [Studien- und Prüfungsordnung vom] 11.07.2012)

Herewith I apply for the external realization of the project module

Herewith I apply for the external realization of the Bachelorthesis (Please note that this form only applies for probable external realization of the master's project in order to be recognized by the FU Berlin as possible Bachelorthesis. The concrete application for registration of the Bachelorthesis occurs by help of a seperate form available by the above named office of examination)

Description of student's project: (Project area, subject, description of practical work)

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Supervision by: (Name of supervisor, including titles)

Location: (Postal address of supervisor and institute, stamp)

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Signature by applicant (student) / date

Signature by external supervisor / date

With his/ her signature the student applies for the external realization of the marked module(s, exclusive the registration of the Bachelorthesis itself) under the declared supervision and at the declared institute.

With his/ her signature the external supervisor declares to accept the supervision of the student and fulfill the above described conditions required for the recognition as the above marked module(s) through the FU Berlin.

(Not to be filled by student nor supervisor.) To be filled by FU Berlin:

The commission agrees with the realization:

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Signature by chairperson of examination commission of Bachelorprogram / date