

Master's Examination Board (MPA)

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Recommendations for Preparing an Application for an External Master's Thesis

The Department of Informatics at KIT welcomes external theses in industry and other departments. However, in the past there have been cases of scientifically inadequate theses or insufficient supervision, some of which have even led to the cancellation of registered but not approved theses. For this reason, after extensive discussions among the faculty, the Master's Examination Board (MPA) has decided on principles for external master's theses. These must be taken into account when assigning and supervising external master's theses. Bachelor's theses are not affected by this.

1. According to §14 Abs. 4 der Studien- und Prüfungsordnung (SPO) a master's thesis must contain a scientific component from the field of computer science. Therefore, pure implementation or software development tasks are not accepted, nor are tasks with a low degree of difficulty, that can be completed with knowledge on bachelor's level. The task description must clearly indicate which knowledge from the master's program in computer science is necessary to complete the master's thesis and what the scientific component of the master's thesis is.
2. According to §14 Abs. 2 SPO external master's theses are subject of approval from MPA. MPA will check the criteria listed under point 1. Furthermore, if necessary, the additional examiner (§14 (7) SPO) must be appointed by the MPA in accordance with §17 (1) SPO. Since the faculty does not support the supervision of master's theses solely by non-faculty members, the application must always be submitted by a member of the Department of Informatics, who is authorized to conduct examinations; the task description must be signed by this member (= examiner). This examiner is responsible for ensuring that the requirements under point 1 are met and that the formalities are complied with (including timely registration, submission, and submission of the review). Task descriptions originating from third parties, e.g., printouts from company websites or task descriptions with company letterhead, are explicitly not wanted.
3. The task description is to be submitted with the application of external thesis in industry [1] or another department [2]. The application must be signed by the examiner and the external supervisor. Once approved, the external examiner involved is automatically appointed as an additional examiner, provided that they meet the criteria of §14 (2) No. 1 KITG. Company representatives are not appointed as external examiners; instead, the faculty member bears all responsibilities for the master's thesis. In this case, the additional examiner will also be a member of the Department of Informatics.
4. Students must also sign the application, confirming that they will comply with the KIT guidelines for external theses [3]. Furthermore it is recommended to take into consideration the Recommendations of the German Informatics Society [4].

- [1] <https://www.informatik.kit.edu/formulare.php>
- [2] <https://www.informatik.kit.edu/formulare.php>
- [3] <https://www.haa.kit.edu/downloads.php>
- [4] <https://dl.gi.de/server/api/core/bitstreams/ff825720-210a-4173-9bba-6aa3e24d6a47/content>