

## Examinations Office

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### Thesis Extension

#### Extract from the „General Provisions for Assessment Regulations“ (ABPO) for all degree programs at Hochschule Geisenheim University

##### 3.4.5 Completion period for the Bachelor's or Master's thesis

(2) For theses completed in an institution outside Hochschule Geisenheim University, or experimental theses, or where classes take place parallel to the Bachelor's or Master's thesis, the Examination Committee may – in consultation with the supervisor and co-supervisor – extend the completion period by a maximum of three months.

##### Extension due to technical problems:

- Please check the conditions for extending the thesis deadline in the Special Provisions for Assessment Regulations (BBPO) of your degree program: <https://www.hs-geisenheim.de/en/studies/students/study-organization-examinations/> → select your program
- The application for thesis extension must be submitted (via email or by letter) to the Examination Committee of your program.
- No specific form is required. However, your application must include the following information:
  - Reasons for the extension,
  - Desired duration of the extension,
  - Signature of the student and supervisorAlternatively: separate email of your supervisor confirming that he/she supports the extension.
- Your application and supporting email must be sent to the Chairperson of the Examinations Committee and your Degree Program Administrator

##### Extension due to illness:

Your deadline will be extended by the number of days you are unable to work as indicated on the doctor's note

- Please submit a doctor's note with your written application for deadline extension. No specific form is required for your application. The doctor's note and your application must be sent to your program administrator.
- Your program administrator will confirm the extension in writing.

*Please note: This is a translation from the German and is not legally ratified. It is offered solely as an aid to understanding. The German text remains the only official and legally binding version.*