

## Registration of subjects for Bachelor's thesis Health Informatics

(According to § 11 of examination regulations of Deggendorf Institute of Technology)

Name and first name of student: \_\_\_\_\_

Matriculation No.: \_\_\_\_\_ Sem.: \_\_\_\_\_ Phone/Mobil: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

**If the Bachelor's thesis is supervised by a professor not resident at the DIT, he or she must be determined as an examiner by the examination board in advance (application to the examination board necessary!)**

Name and address of company or institution:

\_\_\_\_\_

Name of supervisor: \_\_\_\_\_

Phone.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Titel of the Bachelor's thesis in **German and English** (title at the time of issue):

\_\_\_\_\_

Summary of topic:

\_\_\_\_\_

Date of registration: \_\_\_\_\_  
Date of issue of the Bachelor's thesis topic

Submission date: \_\_\_\_\_  
Processing time from registration 3 months,  
please enter the latest possible submission date.

\_\_\_\_\_  
Date, student's signature

\_\_\_\_\_  
Date, Signature of supervisor

\_\_\_\_\_  
Date, signature of the course coordinator

**Distributor for Bachelor's thesis registration:**

1. Signature student, supervisor and course coordinator
2. Submission of registration at the centre for studies
3. Copy for company, BaföG, supervisor and himself if necessary

**Submission of Bachelor's thesis:**

1. The Bachelor's thesis must be handed in on time to the centre for studies.
2. The „cover sheet“ and „Declaration“ are to be binded into the Bachelor's thesis.

The student is only allowed to fill in the application form on a PC. Registration must be submitted to the centre for studies immediately after the issue of the topic.

## Prerequisites and deadlines for Bachelor's thesis

### **§ 11 General Examination Regulations of the Deggendorf Institute of Technology**

Par. 1: The Bachelor's thesis is to be assigned by the end of the last study course semester. The topic of the Bachelor's thesis should be such that it can be generally completed in two months. The period between the assignment and the submission may not exceed six months. The details are found in the respective study and examination regulations.

### **§ 10 Framework Examination Regulations**

Par. 2: If the Bachelor's or Master's thesis has been graded „nicht bestanden / failed“, it can be repeated once with a new topic. The deadline for the submission of the Bachelor's or Master's thesis to be repeated begins at the latest six months after the announcement of the first rating.

### **§ 10 Study and Examination Regulations (01.10.2017)**

Par. 2: To be eligible for registering for their Bachelor thesis, students must have achieved a minimum 160 ECTS points.

Par. 4: The time frame allotted for completing the Bachelor thesis is four (4) months.

### **Addition to the Study and Examination Regulations**

The examination board of the Faculty European Campus Rottal-Inn has decided not to further restrict the time limit of the General Examination Regulations from the issue to the submission of the Bachelor's thesis. Applications for an extension of the deadline for processing or for the return of the subject matter must be submitted to the examination commission in writing, stating reasons at least two weeks before the deadline (§ 11 Par. 4 No. 4 APO). Only those can be claimed as reasons which are not represented by the student and which are either founded in the person of the student or represented by the university.

The Chairman of the examination board

Prof. Dr. Marcus Herntrei

## Specific Instructions

For the preparation of the Bachelor's thesis in conjunction with § 8 und § 11 RaPO (Rahmenprüfungsordnung für die Hochschulen in Bayern, BayRS 2210-4-1-4-1-WFK), § 11 APO (Allgemeine Prüfungsordnung der Technischen Hochschule Deggendorf), in the respectively valid version.

The Bachelor's thesis shall be prepared pursuant to the regulations set forth in RaPO and APO of the Technische Hochschule Deggendorf. In addition the following „Special Regulations“ are binding in the study courses of the Faculty European Campus Rottal-Inn by decision of the examination board:

### **1. Registration for the Bachelor's thesis:**

- 1.1. Registration for the Bachelor's thesis must be signed by the student, the supervisor and the course coordinator.
- 1.2. The completed Bachelor's thesis registration form, signed by all persons mentioned in point 1.1., must be submitted to the Centre for studies (EC 2.13).
- 1.3. If necessary, copies must be made for the company, the BaföG Office, the supervisor and for the student himself.

### **2. Scope and layout of the Bachelor's thesis:**

- 2.1. The „cover sheet“ form must be included on the first page of the thesis.
- 2.2. The thesis must include a complete list of literature used, information received and other sources in APA-style.
- 2.3. The Bachelor's thesis (as well as illustrations) are to be submitted in original or original quality. The logo of the Deggendorf Institute of Technology may only be used on the cover sheet and only in the given form. Neither the university logo nor a company logo may be included in the header or footer inside the thesis.
- 2.4. The candidate must declare in writing that he/she has completed the paper independently and without external assistance and has indicated all the tools used. The „Declaration“ according to the standard declaration must be inserted at the end of the paper.
- 2.5. If necessary, a declaration of content for fee-free publication in the university sector must be completed.
- 2.6. Details must be clarified with the supervising lecturer, in so far as deviations from these special regulations are also possible.

Cover page	Design see attachment
Table of contents	Up to outline level 3
List of abbreviations	Verdana 10 Standard
Text segment	50 DIN A4 Seiten, without cover page and index *
Left edge	3,0 cm
Right edge	2,0 cm
Top edge	2,5 cm
Lower edge	2,0 cm
Font	Verdana 10 Standard
Paragraph alignment	Full justification with hyphenation
Line distance	1,5 lines
Main headings	Verdana 12 bold
Headings	Verdana 10 bold
Illustrations	All illustrations consecutively numbered, legend in Verdana 8, left-justified
Charts	All tables consecutively numbered, legend in Verdana 8, left-justified
Citation & Literature index	APA, current version
Paper thickness	80 – 120 g
Cover and binding	Hard- or softcover (optionally printed) Adhesive binding

\*The actual scope should not exceed or fall short of 10%, otherwise the supervisor may refuse acceptance and return the work for review.

### **3. Submission of the Bachelor's thesis:**

- 3.1. The thesis must be submitted with one original bound copy to the Centre for studies (EC 2.13). The thesis remains with the Faculty European Campus Rottal-Inn (supervisor).
- 3.2. A digital submission of the Bachelor's thesis as a PDF file via the corresponding iLearn course is required. The PDF-file must be named as follows: course-name\_name\_first-name\_date  
(Example: John Due will submit his Bachelor's thesis in the study course Bachelor Health Informatics on 31.07.2018 and will name his PDF-file as follows: HI\_Doe\_John\_20180731)
- 3.3. If necessary, a second copy shall be submitted to remain in the library if the grade is 1,3 or better.

# Deggendorf Institute of Technology

Faculty: European Campus Rottal-Inn

Degree course: Health Informatics

## Bachelor's Thesis

to obtain the academic degree

Bachelor of Science (B. Sc.)

Topic in German

Topic in English

submitted by:

Name, First Name

Supervisor: Titel, Name

Pfarrkirchen, \_\_\_\_\_

## Declaration

Name of student: \_\_\_\_\_

Name of supervisor: \_\_\_\_\_

Topic of Bachelor's thesis:

\_\_\_\_\_

1. I hereby declare that I have independently written my Bachelor's thesis, that I have not yet submitted it elsewhere for examination purposes, that I have not used any sources and tools than those indicated, and that I have marked literal and analogous quotations as such.

Pfarrkirchen, \_\_\_\_\_  
Date

\_\_\_\_\_  
Student's signature

2. I agree that the Bachelor's thesis will be made accessible to the general public via the library of the university.

Yes

No

Pfarrkirchen, \_\_\_\_\_  
Date

\_\_\_\_\_  
Student's signature

I declare and guarantee that I am the sole owner of all the rights to the Bachelor's thesis including the right of disposal over templates as attached illustrations, plans or similar, and that by making them public accessible I will not violate any rights and claims of third parties or legal provisions.

If the author agrees to make the Bachelor's thesis available, please fill in the following form:

3. A copy of the Bachelor's thesis should be included in the library's collection.

approved

not approved

Pfarrkirchen, \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of supervisor