Application for an extension of the time required to complete the Master Thesis

Explanation of the process:

1. An application for an extension can have various reasons, but usually medical reasons (to be proven with a medical certificate) or technical reasons (to be supported by a statement of the first examiner).
2. The application for an extension can only be made by using this form.
3. **Extension due to illness:** Fill out the form and attach a medical certificate stating the symptoms. The extension may not exceed half of the original processing time in total.
4. **Extension of technical reasons:** Fill out the form and give detailed reasons (use another sheet if necessary). Evidence may need to be attached. Your first examiner/supervisor must give a brief statement on your application. Without a statement from the first examiner/supervisor, your application cannot be processed and will be rejected. The extension may not exceed half of the original processing time in total.
5. **Extension of another reason:** Fill out the form and give detailed reasons (use another sheet if necessary). Evidence may need to be attached. The extension may not exceed half of the original processing time in total.
6. Submit your application to the Examination Office of the Faculty of Engineering (by post, in person or via the mailbox in front of the Examination Office). Your application will be forwarded to the board of examiners.
7. Please note, that the application needs to be submitted latest two weeks prior to your deadline. Applications which reach us later cannot be considered (medical reasons are excluded).

Master's Program:	
Please note, that the extension may not exceed half of the original processing time in total.	❑ Computer Science ❑ Microsystems Engineering ❑ Embedded Systems Engineering ❑ Sustainable Systems Engineering ❑ Solar Energy Engineering ❑ Intelligente Eingebettete Mikrosysteme

Student ID:	Surname, Name:
Deadline of submission:	E-Mail-address (if different to your data in HISinOne):
Examiner/Supervisor:	I apply for an extension of [ ] weeks.

Application for an extension of the time required to complete the Master Thesis

Reasons for the extension:

❑ Illness (please, include a medical certificate)

❑ Technical reasons (please indicate the reasons in detail and include relevant verifications):

❑ Other reason (please indicate the reasons in detail and include relevant verifications):

Date:

………………………………………………………………….
Signature student

Statement on technical reasons by the first examiner (supervisor):

I am aware of the above reasons and I support this application.

Date ………………………………………

…………………………………………………………………
Name and signature First Examiner/Supervisor

UNI FREIBURG