

Guide for students: Writing your thesis at Offenburg University

At Offenburg University, we are happy to host and support you while you are writing your bachelor or master thesis abroad. However, we would like to draw your attention to a few necessary steps that you need to take before your planned stay can be approved:

Topics for bachelor's or master's theses at Offenburg University of Applied Sciences are usually offered by research or project groups. In addition to the academic further qualification of the students, the goal is to use the results of the students for the project/research goals. This helps to ensure that the work does not take on the character of a mere etude. Thus, the work of the students must fit into the framework of the respective groups, which corresponds much better to the reality of work outside of universities. Independent literature work without the need for coordination is rarely offered.

Step 1: Let us know as soon as possible that you are planning to write your thesis during your exchange semester at Offenburg University, especially if you require ECTS credits for your thesis.

Step 2: Write down

- the study areas/ subjects that you are interested in and what is your preference in terms of the characteristics of your work (construction, experiment, modelling/simulation etc.).
- Which previous knowledge do you have in this area/topic?
- With which engineering tools/software programming/coding etc. do you have experience?
- Provide a Transcript of Records and CV that documents your knowledge and study success in the preferred area.

The more detailed your description, the better. Once we receive your documents we pass it on to the supervisor for international students of the respective department. He will then contact project groups/research groups/colleagues in order to find a possible match for a supervisor of your thesis. Of course you can also already browse the list of project groups/research groups/professors and their area of specialty or our student projects on the various department websites (<https://www.hs-offenburg.de/en/about-us/departments>) to find out more about the disciplines that we offer.

Step 3: Once you have found your group, your topic and your supervisor in Offenburg, you should connect him or her with your supervisor at your home university in order for them to discuss the grading system, procedures and validation processes for the thesis at both universities.

Step 4: Before starting to write the thesis, get in contact with the student office of your degree program and find out what administrative steps are necessary to register your thesis.