

External Graduation Theses – Information for Students

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Assignment of External Bachelor's and Master's Theses

- Close collaboration between Karlsruhe Institute of Technology (KIT) and scientific institutions as well as commercial and industrial companies,
- the welcome will of science, economy, and industry to participate in the academic education of students, and
- the motivation students experience when conducting scientific work on problems from and in practice

have led to the assignment of graduation theses (hereinafter referred to as “external graduation theses”) to KIT students who work on these theses at scientific institutions and companies (hereinafter referred to as “external institutions”). Graduation theses as used in the present information refer to both bachelor's and master's theses.

Assignment of and work on external graduation theses give rise to a number of legal and procedural matters that are relevant to the KIT parties¹ involved.

A. Information on Examination Legislation

1. An external graduation thesis also is a graduation thesis of KIT.
2. Graduation theses are academic examination achievements. The requirements to be met by external graduation theses are specified in the Baden-Württemberg Act on Universities and Colleges (Landeshochschulgesetz, LHG) and the studies and examinations regulations of KIT. These requirements must be observed strictly for the thesis to be recognized as an examination achievement. This includes the following aspects:
 - Work on the thesis must be carried out within the period specified in the studies and examination regulations.
 - Assignment of the subject of the graduation thesis as well as supervision and evaluation of the graduation thesis according to the examination regulations are done by the persons authorized to do so in accordance with the studies and examination regulations (hereinafter referred to as supervisors). The precise choice of the subject of the external graduation thesis and the

¹ The parties involved are students, professors of KIT, and other persons authorized to assign and to evaluate bachelor's and master's theses.

organization of the bachelor's or master's examination are in the responsibility of these persons. Students are free to propose subjects. These proposals, however, are not binding for the supervisor.

- According to the studies and examination regulations, writing of a thesis at an institution outside of the KIT Department requires approval by the Examination Committee.
 - Neither an external institution nor a person outside of the university has the right to influence the subject or contents of the thesis while the student is working on it. According to examination legislation, any such proposals and initiatives are non-binding suggestions for the supervisor at KIT and the student / students.
 - As outlined in the corresponding studies and examination regulations, the students exclusively have the right to personally inspect the examination documents set up in connection with the evaluation of the graduation thesis (opinions of the examiners, etc.). The external institutions have no right to inspect these documents.
 - According to examination legislation, publication of the external graduation thesis is not envisaged for the successful completion of the study program.
3. The costs of the graduation thesis must be borne by the student alone.
 4. As a rule, students writing their external graduation theses at external institutions are requested by the latter not to disclose their confidential information. Still, students should bear in mind that they must be in a position to work on the subject of the thesis unimpeded in accordance with the studies and examination regulations, i.e. that they can complete work on the graduation thesis as an academic examination achievement and hand it over to the offices responsible for the examination at KIT in due time.

B. General Information

As a rule, students writing an external graduation thesis are presented a contract by the external institution on the organizational integration of the student in the company, confidentiality of information, rights of exploitation and use, liability, etc. This is a private-law contract between the student and the external institution. KIT has **no right** whatsoever to examine this contract legally. For their own protection, students should check this contract for compliance with the requirements outlined in Section A, among others. In addition, the following aspects should be checked:

1. Students should check precisely whether they can fulfill their obligations to the external institutions. This especially includes the granting of rights of use in the result of the work and the maintenance of confidentiality.
2. Students should check in advance insurance coverage for the period spent outside of KIT at an external institution together with the said institution and the insurance companies (e.g. accident insurance, liability insurance, health insurance, etc.) For instance, accident insurance protection of

enrolled students is directly connected with their studies at KIT. If applicable, additional insurance contracts must be concluded for the said period. If you have any questions in this context, contact Studierendenwerk Karlsruhe.

C. Copyright

The student's external graduation thesis is work protected by copyright. In principle, students have any and all rights of use in the contents developed by them (e.g. right of first publication). Third parties may obtain rights of use of the work only, if they are contractually granted these rights by the students and if the latter are in the legal position to do so. This is not the case when rights of use have already been granted or transferred in other ways. For the purpose of proof, rights of use should be granted by an agreement in writing.

Irrespective of the principles outlined above, KIT must obtain the original of the external graduation thesis for the purposes outlined in the studies and examination regulations.

D. Contact Persons

Any **general questions relating to examination regulations** in connection with external graduation theses may be addressed to the **Higher Education Law and Academic Affairs Business Unit (HAA)**.

The student should consider seeking private legal advice.