Information Sheet on the Bachelor’s Thesis

The Bachelor’s thesis consists of a written paper by the candidate. It demonstrates that the candidate is able to process a problem within a prescribed period of time according to scientific methods on his/her own under supervision.

**Topic**
Proposals for topics are generally handed out by the Institute. Two approaches are possible here:
(1) The candidate directly contacts an assistant of the department chair.
(2) The candidate contacts Arne Spelter (aspelter@imb.rwth-aachen.de) specifying his/her field of interest and the planned processing period. In exceptional cases, the Bachelor’s thesis can be executed outside of the faculty or outside of the RWTH Aachen University with the agreement of the Examination Office. The candidate has the opportunity to submit proposals for the topic.

**Change of topics**
The topic can be returned only once and only within the first month of the processing time.

**Scope**
The scope of the written paper without annex should not exceed 50 pages.

**Language**
In agreement with the examiner, the Bachelor’s thesis can be written optionally in German or in English.

**Period**
The processing period for the Bachelor’s thesis is usually 9 weeks. In coordination with the thesis adviser and the speciality adviser, the thesis can also be worked on in part time within a period of 16 weeks. Industrial engineers (field: civil engineering) have a period of 12 weeks to write the Bachelor thesis.

**Extension**
As an exception, the Examination Office can extend the processing period by up to four weeks in the individual case upon a reasoned application by the candidate and on approval by the thesis adviser.

**Repetition**
The Bachelor’s thesis can be repeated once. Returning the Bachelor’s thesis topic is only permitted when the candidate has not used this option before.

**Grade**
The grade has to be announced at the latest eight weeks after the hand-in date.

**Evaluation**
The examiner is the person who has provided the topic. The thesis is evaluated by two examiners. The grade of the thesis is comprised of the arithmetic average of the individual grades, insofar as the difference is not higher than 2.0. If the difference is more than 2.0 or if an evaluation determines that the thesis is “inadequate” while the other says it is “adequate” or better, a third examiner appointed by the Institute of the Examination Office to evaluate the Bachelor’s thesis and who makes a final decision on the grade within the range of the previous grades in a period of four weeks.
Scheduling the submission colloquium
8 weeks before submission, the candidate will report to Arne Spelter. The colloquium can only be held after submission. A three-week period should be suggested for scheduling a date during which the adviser is also attending. As soon as a date has been scheduled, it will be notified to the adviser. If the adviser cannot attend on that date, the candidate should contact Arne Spelter immediately.
Construction Engineering BPO 2009 [Bachelor’s Exam Rules 2009]  
Conditions 125 CP, Work effort 12 CP

Submission  
The Bachelor’s thesis must be submitted in two copies to the ZPA (Central Examination Office) before expiration of the deadline. The submission date must be noted on the record. If the Bachelor's thesis is not delivered on time, it will be graded as “inadequate” (5.0). The thesis only evaluated if the candidate is matriculated in the academic program at the time of submission. Two copies can be printed out in the department office.

Construction Engineering BPO 2012 [Bachelor’s Exam Rules 2012]  
Conditions 125 CP, Work effort 11 CP / 1 CP (written paper / submission colloquium)

Submission  
The Bachelor’s thesis must be submitted in two copies to the ZPA (Central Examination Office) before expiration of the deadline. The submission date must be noted on the record. If the Bachelor's thesis is not delivered on time, it will be graded as “inadequate” (5.0). The thesis will only be evaluated if the candidate is matriculated in the academic program at the time of submission. Two copies can be printed out in the department office.

Industrial Engineering BPO 2007 [Bachelor’s Exam Rules 2007]  
Conditions 155 CP, Work effort 12 CP

Submission  
The Bachelor’s thesis must be submitted in two copies to the ZPA (Central Examination Office) before expiration of the deadline. The submission date must be noted on the record. If the Bachelor's thesis is not delivered on time, it will be graded as “inadequate” (5.0). The thesis will only be evaluated if the candidate is matriculated in the academic program at the time of submission. Two copies can be printed out in the department office.

Industrial Engineering BPO 2010 [Bachelor’s Exam Rules 2010]  
Conditions 120 CP, Work effort 12 CP

Submission  
The Bachelor’s thesis must be submitted in two copies or three copies in the case of interdisciplinary theses to the ZPA (Central Examination Office) before expiration of the deadline. The submission date must be noted on the record. If the Bachelor's thesis is not delivered on time, it will be graded as “inadequate” (5.0). The thesis will only be evaluated if the candidate is matriculated in the academic program at the time of submission. Two copies can be printed out in the department office.

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