

## Graduation Plan, version 08-02-2021

To fill out before you start your final project

Student		ID		Program	
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**Before submitting the graduation form, the student has:**

- Submitted a Study Program to the Academic Advisor
- Included a research question in the form of a question in the problem description attached to the Graduation Plan.
- For BDMA and EIT students: student has submitted entry point university grades to the Student Administration.

### Graduation topic

Graduation topic:   
**A problem description including an explicitly stated research question, must be included separately.**

### Organization

Graduation activities will be  i.e. for  %.  
 Graduation phase of  takes place from:  until   
 at  (name of the company/ university division)  
 in  (location). During the graduation phase my telephone number is

### Supervision

**Graduation supervisor** is the final responsible person. This person should be an assistant, associate or full professor at Eindhoven University of Technology.

Name		Cluster TU/e	
Internal address		Phone	

**Graduation tutor** takes care of the practical supervision. This can be the same person as the graduation supervisor. Company supervisors act as graduation tutors.

Name		Affiliation	
Address		Phone	

### Others involved.

Name		Affiliation	
Address		Phone	
Name		Affiliation	
Address		Phone	
Name		Affiliation	
Address		Phone	

### Confidentiality

The final thesis is

- Public
- Confidential for two years (company-based projects only)
- Confidential for five years (company-based projects only; motivated request should be attached; requires approval of the Graduate program director)

## Approval for start of the graduation phase

According to the graduation regulations, the Examinations Committee will only approve the graduation plan if **all program units have been completed and the Masters degree program has been approved**. In special circumstances the Examinations Committee can also decide to approve the plan if

- a. the graduation supervisor considers that a few uncompleted program units can better be completed during the master project, or if
- b. the student can show that waiting for the next possible examination period to complete a few uncompleted program units will have a disproportionately negative effect on the course of his or her studies, or if
- c. the assessment of some interim examinations is expected to be finished within three weeks. In this case the master project should be arranged such that it can be terminated within one month after its starting date. The master project terminates after one month if the student has not passed these interim examinations.

The total number of credits in a) and b) may not exceed 12 credits.

Program units (courses) that are not completed at the start of the graduation phase:

Code	Name	Quartile	Credits
Code	Name	Quartile	Credits
Code	Name	Quartile	Credits

In order to successfully complete the graduation phase, the graduation supervisor and student in question hereby come to an a commitment on \_\_\_\_\_ (date).

<b>Signature of the supervisor</b>	
<b>Signature of the student</b>	

Approval of the graduate program director:

Required  Not required

On behalf of the Examinations Committee, the academic advisor has checked whether all of the requirements have been met to start the graduation phase.

<b>Date</b>	
<b>Signature of the academic advisor</b>	

<b>Date</b>	
<b>Signature of the Graduate Program director</b>	

Please submit the graduation plan, the problem description and the signed Code of Conduct at the CSA of M&CS digitally> CSA.MCS@tue.nl

After this document has been approved, the student administration will notify both student and graduation supervisor that the project may start.

## **Problem Description**

Research question:

## Declaration concerning the TU/e Code of Scientific Conduct

I have read the TU/e Code of Scientific Conduct<sup>1</sup>.

In carrying out research, design and educational activities, I shall observe the five central values of scientific integrity, namely: trustworthiness, intellectual honesty, openness, independence and societal responsibility, as well as the norms and principles which follow from them.

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ID-number

Name

Date

Signature

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*Submit the signed declaration to the student administration of your department.*

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<sup>1</sup>See: <http://www.tue.nl/en/university/about-the-university/integrity/scientific-integrity/> The Netherlands Code of Conduct for Academic Practice of the VSNU can be found here also. More information about scientific integrity is published on the websites of TU/e and VSNU