

Final board examination - Diploma examination / Bachelor's examination / Master's examination

Before graduation

If you are graduating from a BA programme, only items 2, 4, 5 and 7 apply.

1. TITLE OF YOUR DIPLOMA THESIS / MASTER THESIS

Before actually starting to work on the Diploma / MA thesis, the title of your thesis needs to be officially submitted to the admission and examination department (6 months before the final board examination).

In case you change the title of your thesis in the course of working on it, the change needs to be accepted by your supervisor and re-submitted officially to the admission and examination department. Changes can be handed in until the official registration for the final board examination, i.e., the submission of a research-based Diploma thesis / MA thesis.

If a topic is worked on jointly by several students, the respective areas of responsibility must be indicated (see form).

2. REVIEW OF MANDATORY CREDENTIALS

Hand in hand with the submission of the topic of the diploma thesis / MA thesis, goes a self-examination of your study progress (ECTS) according to the current study plan, which must then be submitted to the Admission and Examination Department. For self-checking your credits, log into your personal UFG account: "My studies". More information in the handout:

<https://filr.ufg.at:8443/ssf/s/readFile/folderEntry/19890320/412ae38683e80aaf0183ea62d4a73c21/1666088288000/last/Handout%20zur%20UFGonline%20Applikation%20Mein%20Studium.pdf>

All certificates and assessments must be submitted three weeks before the first possible examination date.

3. SUBMISSION OF YOUR THESIS

One copy of the diploma thesis / MA thesis (final version) needs to be handed in to the supervisor until the respective submission date.

For the Master's degree program in Media Culture and Art Theories, the digital thesis must be uploaded for a plagiarism check. Upload the digital version of your thesis [here](#).

Two copies (library copies) of the Master's thesis must be submitted to the Admission and Examination Department within 48 hours. Both, the submitted digital and printed versions of your thesis must be in accordance with the library's formal requirements. Library information is accessible [here](#).

Three bound copies of the thesis must then be submitted to the Admission and Examination Department for the board examiners by the specified deadline (3 months before the board examination takes place). Submissions can be done personally at the office, or by mail to the Admission and Examination Department, Hauptplatz 6, 4020 Linz (the date of the postmark shall apply).

4. SPACE FOR YOUR PRESENTATION

A presentation outside the classrooms or outside the University of Arts Linz must be clarified with the chairperson of the examination senate and announced to the Admission and Examination Department at the latest when registering for the examination. In the case of a presentation outside the University of Arts Linz, the exact address must be provided with the registration for the board examination (a suitable room for the meeting of the examination senate must be available).

5. REGISTRATION FOR THE BOARD EXAMINATION

The registration for the board examination needs to be handed in at the Admission and Examination Department until the indicated deadline. The form needs to include the exact place of your presentation, time, and the selected board examination senate (in case it can be selected).

6. WRITTEN PART OF THE ARTISTIC DIPLOMA THESIS / MASTER THESIS

At least three weeks before the first possible examination date, the submission of the written part (final version) in one copy is due to the institute. The written part must include the title of the diploma thesis / MA thesis.

Master's degree program in Time-based Media: The written part of the MA thesis must be submitted in four copies, three of which will be returned to the candidate.

7. EXAMINATION DATE

Candidates will be informed about the exact examination date by the Admission and Examination Department via their personal kunstuni-linz.at email address.

8. REQUESTING PARTICIPATION IN THE ACADEMIC CEREMONY - deadline!

The academic ceremony for awarding the graduates usually takes place by the end of the winter semester and the end of the summer semester.

If item 9 is not fulfilled, participation is not possible.

9. DISCLOSURE REQUIREMENTS

Graduates must publish their positively assessed diploma or MA thesis or the written part of the artistic diploma or MA thesis. This is accomplished by submitting it to the library of the degree awarding university, thus the library of the University of Arts Linz (<https://www.kunstuni-linz.at/en/university/organisational-structure-1/library/final-thesis-submission>).