Information about the Master Thesis and the Master-Final Module (P4)

In this module, students have to prove that they have acquired the knowledge as well as the relevant capabilities and skills in Political Science at a high professional level. On the one hand, this takes place during the guided collaboration in scientific or policy advice projects. On the other hand, students have to develop and carry out an independent research project. The aim for students is to learn to engage with complex Political Science questions and to present their research in a theory-guided and methodologically appropriate manner.

Within the chosen optional subject, students will independently develop and carry out a research project. The aim is to confirm the students’ independent ability to handle political theories, methods and techniques while working on relevant questions of Political Science. The accompanying seminar serves as a forum for the presentation, discussion and optimization of the individual working stages while completing the master thesis.

Students of the double degree will write their master thesis according to the LMU program, but faculty from UPF or SU may also supervise theses. In this case please contact the study program coordinator in Munich (masterstudiengang@gsi.uni-muenchen.de).

The process for students:

- You can write your master thesis both in the winter semester or in the summer semester. It isn’t necessary to write it in the fourth semester as advised, but you are also free to write your thesis before the fourth semester or even during the fifth semester. Other modules that are yet to be passed can be taken while writing the thesis. If you don’t apply for the thesis by the fifth semester it will count as a failed attempt and you will then be left with one more attempt in the sixth semester.

- December until February (summer semester) or July until August (winter semester): Search for a supervisor
  Prior to the application, students need to find a supervisor themselves and to contact him/her to decide on a topic. The list of possible supervisors in Munich will be uploaded to the GSI-Website in December/June (https://www.gsi.uni-muenchen.de/aktuelles/semesterinfos/maa1/index.html). Students are required to hand in the filled in application form (https://www.pags.pa.uni-muenchen.de/formulare/master/maa_anmeldung.pdf) and a topic draft to their supervisor. The supervisors complete the application by adding the exact topic, signing it and forwarding it to the study program coordinator.

- 17 February 2020 (summer semester): Begin and application
  The exam registration for the master thesis and for the complementary “Seminar Accompanying the Master Thesis” happens via post: during the application period (from 11 to 17 February 2020) the supervisor will fill in the application form and send it to the program coordinator who will forward it to the examinations office. If you have questions or if you wish to hand in the application in person, you can contact Ralf Lechermann of the examinations office in the main building, room D020. In the case of a personal application you are required to hand in the following documents:
  - the application form, signed by the supervisor
  - matriculation certificate
  - identification card or passport

- 29 July 2020 (summer semester): Submission of the master thesis
  23 weeks after the beginning of the writing phase, submit three bound copies of your theses to the examinations office, Ralf Lechermann, main building, Room D020.
• You will receive your final LMU-documents (Certificate, Transcript of Records, Diploma Supplement in German and English, double degree endorsement to the Diploma Supplement) from the examination office only when you have received all your credits. This means: If you have successfully completed your master module (P 4), but are still missing other modules that you will take in upcoming semesters, you will receive your final graduation documents only by the semester in which you complete all your credits. The graduation ceremony at LMU will be in **October 2020**.

• Double degree students successfully participating in the program and fulfilling all academic and administrative requirements will be awarded the following degrees:
  - LMU: Master of Arts
  - UPF: Màster Universitari
  - SU: Master of Science

• The degrees from the partner universities (double degree option) will be awarded after the successfully completion of the LMU master program.

**The master thesis and the accompanying seminar**

• The cover of the master thesis needs to contain the following information:
  - „Master thesis for the master program Political Science at LMU Munich“
  - Title of the thesis
  - Name of the author, matriculation number, full address, telephone, e-mail
  - Name of the supervisor and his/her current address and E-Mail

• Students can express wishes in regards to the topic of the thesis but the supervisors are not bound to those.

• The title of the thesis can only be changed once and within two weeks. In this case please contact the examinations office.

• The working time of the master thesis is exactly 23 weeks starting.

• The master thesis should be approximately around 180.000 characters (including space characters, footnotes and endnotes, without appendix) which is around 80-100 text pages.

• The three bound copies of the thesis need to be handed in at the examination office.

• Each bound copy must include a separate paper containing a statutory declaration. You can download a sample declaration here: [https://www.gsi.uni-muenchen.de/studium/wissarb/index.html](https://www.gsi.uni-muenchen.de/studium/wissarb/index.html). (Rough translation: I hereby declare that the thesis submitted is my own unaided work. All direct or indirect sources used are acknowledged as references. I have not submitted the thesis in any other course, neither in this form nor in a similar form.) For legal reasons this declaration must be in German! Please don’t use an English version! The declaration must state your name and must be signed.

• In the case of failing the module you are left with one more attempt in the following semester. A new topic is required; you can however still write with the same supervisor. In this second attempt, the title of the thesis can only be changed once within two weeks of the application if you changed the title in the prior attempt.

• In case you want to have an external supervisor for your thesis, the permission of the examination office will be required. Please hand in a proposal to your program coordinator.

• The master thesis will be checked for plagiarism and in the case of plagiarism evaluated as “failed”. In serious cases, the examination office can prevent the student from registering for the module again.

• Complementary to the thesis you are required to participate in a “Seminar Accompanying the Master Thesis” (no online registration necessary). Within the framework of the course you are expected to give a presentation of your master thesis project (30-60 minutes). The presentation will be evaluated as a separate examination.

**Publication of the master thesis:**

• Graduates of Geschwister Scholl Institute can publish their thesis on the publication platform “Open Access LMU” of the university library: [http://epub.ub.uni-muenchen.de/](http://epub.ub.uni-muenchen.de/). Bachelor and master theses can be published on the platform if they have been graded with a 1.3 or better. If you’re interested in such a publication, please send the PDF document to Studienbuero@gsi.uni-muenchen.de. Your paper will then be formatted with the cover page of the publication series, which entails the name of the author and the title of the thesis.