

Master thesis regulations

Master in Physics and Astronomy

Valid from academic year 2019/2020

This document describes the different phases in the process, the evaluation, and the regulations of the master thesis in Physics and Astronomy.

The link to the VUB regulations concerning the master thesis, along with the additions from the WE faculty, can be found in appendix A.

For any further clarification, please contact the chair of the examination committee of the Master in physics and astronomy.

1. Choice of subject and promotor

- the master thesis can be performed
 - in one of the research units of the department Physics and Astronomy of the VUB
 - in one of the research units of the department Physics and Astronomy of the UGent
 - in another research unit (also outside of the VUB), with the agreement of the "Opleidingsraad" (Study programme committee)
- possible subjects
 - a list of themes can be found on the department's website:
<http://we.vub.ac.be/en/master-theses-program-master-science-physics-and-astronomy>
 - The students are encouraged to contact the Professors to discuss possible subjects for the master thesis at the end of year 1 of Master
- the promotor is defined in the "Onderwijs- en examenreglement" (Teaching and examination regulations) of the VUB and the faculty (appendix A)

Physics department specific addition to article 118, §3: The concerned ZAP member may choose to have a postdoctoral researcher act as co-promotor to his/her research group.

2. Agreement student-promotor and approval of the subject

The student makes together with the promotor a description of the work to be performed. The student submits this *agreement between student and promotor* to the president of the Examination committee before the 15th of October. The template of this agreement can be found in the document *Evaluation master thesis*
<http://we.vub.ac.be/sites/default/files/files/Evaluation%20master%20thesis.pdf>

- approval subject and promotor: The proposed subjects and agreements are reviewed for approval by the Examination Committee and by the Study programme committee

3. Composition of the reading committee

- the deadline to submit a proposal for the reading committee: the 20th of April, at the secretariat of DNTK and to the president of the examination committee.
- the reading committee consists of the promotor (and co-promotor) plus two reading committee members.

4. The manuscript

- the manuscript must be written in English.
- it is recommended that the (original) contributions of the student are clearly stated in the manuscript.
- a summary in publishable form must be included in the master thesis.
- a plagiarism test should be provided together with the thesis (instructions on how to perform such test will be sent to every student two weeks before the deadline)
- the manuscript is submitted in printed and electronic form the last Friday before the start of the exam period by noon.
- the number of copies: one copy for each member of the reading committee, and the president and secretary of the examination committee, to be submitted at the faculty secretariat or directly to the jury members, plus one copy for the faculty. The jury members can choose between an electronic or a printed version.

5. Presentation and defence

- the oral defence is obligatory
- the oral defence takes place during the examination period
- the oral defence is public
- the presentation is to be made in English.
- the public defence consists of a presentation of 20 minutes plus 15 minutes for questions and discussion
- the presentation is aimed at a public of fellow physics students and specialists in the subject.

6. Evaluation

- the oral public defence of the theses is followed by a closed session, during which the global mark is determined, and the feedback report for the student is drawn up.
- score distribution
 - dedication and work during the year: 20/100, by promotor (and co-promotor)
 - manuscript: 50/100, by the reading committee
 - presentation+defence: 30/100, by the full jury

The details of the evaluation procedure are in the document *Master thesis evaluation*
<http://we.vub.ac.be/sites/default/files/files/Evaluation%20master%20thesis.pdf>

7. Feedback

During the closed session after the oral defence, the evaluation report is drawn up by the full jury. Upon request, this feedback report is transferred to the student.

Appendix A:

Education and examination regulations VUB, including the additional regulations from the faculty WE (Specifically for master thesis: chapter V)

<http://we.vub.ac.be/nl/formulieren-en-reglementen>

For general information about the Master of Science in Physics and Astronomy

<http://we.vub.ac.be/en/master-science-physics-and-astronomy>