

Applicant (please use block capitals)

Date:

.....
Surname, first name

.....
Degree programme

.....
Street name and house number

.....
Seminar group Student ID number

.....
Postcode and town

.....
Email address

.....
Telephone number for queries (optional)

Zittau/Görlitz University of Applied Sciences
Faculty of Business Administration and Engineering Management
Examination Board
Theodor-Körner-Allee 16
02763 Zittau

Application for Extension of the Deadline for Submitting a Topic for the Final Thesis¹

Dear Sir or Madam,

I hereby submit an application to extend the deadline for submitting the topic of my Bachelor's thesis /Diploma thesis.²

Date of admission to the final thesis:

Original deadline for submitting the thesis topic (three months):

Requested extension of the submission deadline until:

Areas of interest for the final thesis:

.....
.....

Justification for the application (please attach on a separate sheet):

The explanation should detail the steps taken to identify a suitable topic and company for the final thesis

- Specify which companies were contacted.
- Describe any discussions held with companies or individuals.
- Outline any online contacts that have been established.
- Indicate which companies received applications and the outcomes thereof.

Please also describe the current efforts being made to find a topic and company. All information must be verifiable. Names of contact persons, telephone numbers, or email addresses must be provided.

Yours faithfully

(Signature of applicant)

¹ An extension of the deadline for submitting a thesis topic may be granted only once. If no acceptable topic for the thesis has been proposed by the end of the extended period, a topic will be assigned ex officio by the faculty.

² Please delete as appropriate.