

Agreement for Thesis Cooperation with External Partners

Last name	First name	Middle name	Matriculation number

I hereby apply to write my thesis in cooperation with the following external partner:

Name of institution/company	
Address	
Name of contact person	Contact details

Date (DD.MM.YYYY), signature of contact person

The first examiner (thesis advisor) will be supervising the Master's thesis on behalf of Ludwig-Maximilians-Universität München .

Name of the thesis advisor: _____

Date (DD.MM.YYYY), signature of thesis advisor

Date (DD.MM.YYYY), signature of student

Information on insurance coverage when working on a Master's thesis in cooperation with an external partner

During the time a student works on a Master's thesis outside of the university premises, the student is not covered by student accident insurance regardless of whether the student is gathering information or working on a practical task. Therefore, we advise all students to enter into a private-law employment contract with the external partner they cooperate with. Students are also advised to seek advice from the appropriate professional cooperative (Berufsgenossenschaft) as to whether they are covered by accident insurance when working at the company.

Information for External Partners

Please be aware of the following information when acting as an external partner in a Master's thesis cooperation:

1. The Master's thesis is an examination achievement the student has to make independently and self-responsibly.
2. For a Master's thesis in cooperation with an external partner, the professor acting as thesis advisor defines the topic of the thesis after informative talks with the representative(s) of the external partner. The advisor is also responsible for assigning the topic to the student. It is not possible for an external partner to assign a topic for a Master's thesis to a student without consulting the supervising professor.
3. The program and examination regulations (*Studien- und Prüfungsordnung*) of the degree program in question regulate at which point in the program students can be assigned the Master's thesis, the length of the submission deadline for full-time, or, if applicable, for part-time students, and the evaluation and assessment criteria for the thesis. For full-time students, the total time spent working on the thesis must not be longer than six months (24 weeks).
4. A deadline extension may be granted by the Examinations Board in exceptional cases if justified by extenuating circumstances. The Examinations Board decides on all requests for deadline extensions, given that the candidate has submitted the relevant application to the Chair of the Examinations Board in due time.

Declaration of the external partner regarding the conditions of the Master's thesis cooperation:

1. We confirm that the student will be able to conduct the work related to his/her Master's thesis independently.
2. We confirm that the student will be permitted to discuss their own work without restrictions in the written version of his/her Master's thesis.
3. We fully acknowledge the right of the university and of the appointed examiners to handle the written version of the Master's thesis as stipulated by the examination regulations and by the applicable legal provisions.
4. We accept the legal provisions regarding the protection of information and will make no further non-disclosure claims against the university or the university staff.

Stamp, date (DD.MM.YYYY), legally-binding signature(s) of representative(s) of external partner

To be completed by the Chair of the Examinations Board

The examinations committee

- approves the cooperation with an external partner for this thesis.
- does not approve the cooperation with an external partner for this thesis, for the following reason/s:

Date (DD.MM.YYYY), signature of the chair of the examinations board .

Once completed, this form is to be attached to the Master's Thesis Assignment Form, and passed on to the Examinations Office through official channels.