
Afepa Thesis Procedures

1. General rules

- The AFEPA thesis is jointly supervised and is valid to obtain the two degrees at the two partner universities.
- During the 1st year summer school, AFEPA students are expected to present an independently developed idea/project for their thesis.
- AFEPA students choose their main supervisor at their 2nd year university, but at the same time they are required to choose a supervisor at their 1st year university. The two supervisors are expected to stay in touch and collaborate for the successful completion of the thesis. During their second year - at the latest by March – students are required to communicate the names of all their supervisors, i.e. the supervisor at their 2nd year university *and* the supervisor at their 1st year university, to the AFEPA coordination office at UBonn.
- When choosing their thesis topic, AFEPA students may use the idea/project presented during the 1st year summer school, if deemed appropriate by the supervisor. In any case, the topic of the thesis must be in line with the content of the AFEPA programme, which is focused on policies at the interlink between agriculture, food and environment. Some link to these issues is expected in the topic of the thesis.
- During the 2nd year summer school, AFEPA students are expected to defend their thesis and are evaluated by a committee made by the representatives of all the AFEPA universities. If the thesis is not completed, students are expected to present their progress, but the evaluation cannot be made. The Master's thesis is examined and evaluated according to the 2nd year university regulations on Master's theses including regulations on length, format, etc.

2. Thesis procedures at UCSC

- Graduation sessions at UCSC take place four times a year, on four fixed dates (July, October, December, April). Each year, the graduation calendar is posted on the university website.
- On graduation day, students defend their thesis (via an oral presentation and discussion of the content with an official graduation committee) and they officially obtain their degree on that same day.
- Graduation is based on a final grade that considers the Grade Point Average (GPA) of all exams (excluding final thesis) and an evaluation of the content and presentation of the thesis. The thesis is evaluated with a dedicated grading system and the result is transferred to the partner university. UCSC will eventually issue the degree including a comprehensive final grade (out of 110).
- The official completion of the thesis follows the following steps (deadlines are published each year on the university website):
 1. Before the end of the second semester of the second year, the UCSC International Office will ask AFEPA students for the names and contact details of both their thesis supervisors and the date when the thesis will be defended.
 2. Around **45 days** before graduation date, students submit a "Thesis title" form to the UCSC International Office.
 3. Around **10 days** before graduation date, students submit a PDF file of their thesis to the UCSC International Office.
- The thesis format follows a specific template, including an official university cover page. The template is made available to students via Blackboard.
- UCSC AFEPA students can defend their thesis in one of the following modalities:

1. during the AFEPA summer school/in another AFEPA session;
 2. at their second-year university;
 3. during graduation day at UCSC (in this case, students can be either physically present or connected online).
- If an AFEPA student's defence takes place in modality 1 or 2, the UCSC supervisor must attend the defence and report the results/evaluation to the UCSC committee during the following graduation day. The Graduation Committee will consider this evaluation in awarding the UCSC degree. The degree is always awarded on Graduation Day, even if the student is absent.
 - If students defend their thesis in modality 3, the supervisor from the AFEPA partner university awarding the double degree is expected to attend the defence on Graduation Day, generally by being connected online.
 - The final thesis has a value of 30 credits, but, according to the rules established by the Italian Ministry of Education, it will be recognized the value of 20 credits, with an additional 10 credits associated with a project, the content of which is related to the thesis and will be agreed with the UCSC AFEPA Coordinator.
 - The UCSC degree diploma will be issued upon receipt of the degree diploma from the partner university abroad

3. Thesis procedures at SLU

- Submission of the thesis at SLU takes place three times a year, on fixed dates (early-mid June, early September, late January). The specific submission calendar is the responsibility of the course leader in the Department of Economics. Examination and assessment are strictly separated from supervision. After theses are handed in (three times a year), examiners grade and assess the theses according to (typically) 5-6 grading criteria (within a three-week period). If a thesis is delayed or fails, another date may be chosen for submission.
- Approximately two weeks before the final submission, students present their thesis in a seminar (they give a presentation and discuss the content with the course leader or other staff at the department). Students also act as discussants of one other thesis, and they must attend four presentations of other theses and contribute to the discussion. 1-2 weeks before this seminar, a draft version of the thesis must be sent to the discussant for this purpose. If an AFEPA student has left Sweden or for other reasons, we may arrange for an online seminar.
- Theses emphasize economic analysis. There is a strict distinction between theses in Economics and theses in Business Studies in the department. AFEPA students **generally** take part in the **Economics thesis** course. The thesis format is fairly close to a scientific article (the latest word limit is 12,000 words).
- The master thesis counts as a 30 credit course with the following grades U (fail), 3 (pass), 4 (good), 5 (excellent/distinction). If a student fails the thesis course, the thesis can be resubmitted. Depending on the specific course, rules may apply that restrict the possibility to receive a high grade.
- For regular M.Sc. students, the typical steps of the thesis preparation are the following:
 - a) The student develops a topic and submits a short proposal in the first week of the thesis course. Group leaders in the department assign supervisors based on expertise and available resources.
 - b) The students generally follow the structure of the thesis course. Typically, they will need a research proposal very early in the course (mid/late January for most students) and need to present interim results/their progress after approximately half of the course (mid-March for most students).

4. Thesis procedures at UCL

- Thesis topics at UCL are proposed by the promoters/supervisors. The student can consult them via Moodle. Students can also make personal proposals and look for a promoter likely to accept the guidance.
- Thesis defence sessions at UCL take place four times a year, on four fixed dates (June, August, January, May). Each year, the graduation calendar is posted on the university website.
- During the defence session, students defend their thesis via an oral presentation and discussion of the content with an official graduation jury. The defence session lasts approximately one hour.
- The master thesis counts as a 30 credit course with a grade following the standard UCL grading system (minimum 10, maximum 20 points).
- The official completion of the thesis follows the following steps (deadlines are published each year on the university website):
 1. During the second semester of the second year (beginning of **March**), students send the composition of the thesis jury to the student secretariat. The jury is composed of the promoter/supervisor and by two readers.
 2. Around **two months** before the defence session, students must register for the "end of studies thesis" and "Master thesis' accompanying seminar".
 3. Around **10 days** before the defence session, students submit a PDF file of their thesis to the student secretariat.
- The Thesis format follows a specific template, including an official university cover and back cover pages. Instructions are made available to students via the university website.
- Students are responsible for sending the PDF copy of the thesis to the jury members and informing them of the date, time and location of the defence.
- The defence can take place either physically or online.

5. Thesis procedures at UBonn

- Students at UBonn can apply for admission to the Master's thesis at any time – as long as they have acquired a minimum of 60 credit points in their course – including the obligatory research seminar – and agreed on a topic with their thesis supervisor
- Application for admission to the Master's thesis can be sent by email to the examination office (pruefamt-msc@lwf.uni-bonn.de) of the Agricultural Faculty at UBonn using the following form and providing the documents mentioned there: [application-for-study-program-examinations \(uni-bonn.de\)](#).
- The processing time for the thesis is 6 months (note that the earliest delivery of the thesis is possible only 2 months after registration at the examination office). An extension of time up to 6 weeks may be granted. Students will be notified on the evaluation of their thesis at the latest 8 weeks after submission.
- The Master's thesis counts as a 30 credit course with a grade following the standard UBonn grading system (scale from 4 to 1 with 1 as maximum grade).
- After completion of the thesis, 3 hardcopies must be handed in at the examination office of the Agricultural Faculty. Furthermore, a PDF file of the Master's thesis must be sent on the same day the thesis was submitted to: [pruefamt-msc@lwf.uni-bonn.de](#)
- The templates for the title page and the affidavit (declaration of the student) can be found in the internet: [Microsoft Word - Titelblatt MASTERarbeit BSc MScen \(uni-bonn.de\)](#)
- No oral defence is required (except the presentation at the AFEPA 2nd year summer school).
- At the end of the procedure, the UBonn degree diploma and diploma supplement will be issued and sent to the student via post.