




B. SC. INTERNATIONAL BUSINESS & ECONOMICS/ IBE

SPO 2019

Bachelor's Thesis:
Application and Enrollment Schedule
SoSe 2024

International Study Program


Web Slice-Katalog  ownCloud


Dean's Office of Study Affairs

Welcome to the Homepage of the Dean's Office of Study Affairs of the Faculty of Economics and Management (FEM)!

The dean's office of Study Affairs and the StudiCoaches of the FEM moved to new offices! Our new offices are in building 22 section E room 006 and 007 (G22E-006 and G22E-007)!

On the following pages you can get current information about your Bachelor or Master program!





Dean of Study Affairs of FEM

Dean's Office of Study Affairs of FEM

[>Prof. Dr. Sebastian Eichfelder](#)

[>Dr. Jessica Naundorf](#)
Dean's Assistant, Study Affairs

Office hours:
By appointment only.
Please, arrange an appointment via E-Mail (studiendekan-fww@ovgu.de) in advance and include your name as well as the purpose of your request.

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General Information On the following page you can get current information of Dean's Office of Study Affairs! > more...	Information on Bachelor programs Here you find further information on the topics "Academic Skills" and "Bachelor Thesis Seminar"! > more...	Information on Master programs
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Last Modification: 21.05.2019 - Contact Person: [Dr. Jessica Naundorf](mailto:Dr.Jessica.Naundorf)

Bachelor's Thesis:
Application, Enrollment Schedule
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✓ **I need to write the bachelor's thesis. Which procedure for the assignment?**

1. *Enrollment via OVGU e-Learning portal: FWW/FEM -> "Studiendekanat / Office of Study Affairs"*

until 02/02/24 at 23:55 (*strict deadline*)

2. Publishing of topics: until 23/02/24

3. Selection the chair of your first-preference via the OVGU e-Learning portal, under the course category "Studiendekanat/ Study Deans Office", and submission of the required application documents via the e-Learning portal (see above)

Your first-preference chair will

* select students and inform them (first-preference choices) until 25/03/24

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How do I register on the e-Learning portal? Any deadlines?

Enrollment until **02/02/24 at 23:55** (*strict deadline*)

- * Login with your OVGU account into the e-Learning portal
Click on FWW -> “Studiendekanat/ Office of Study Affairs“,
Bachelor Thesis Seminar” (29993)
- * Chose: English language above (optional)
- * In order to register for this course, please click on „enrol me in this course/ *mich in diesen Kurs einschreiben*” which you can find on the right-hand side, in the box “Administration/ *Einstellungen*”
- * Then go to „Self enrolment/ *Selbsteinschreibung*“ and click on „Enrol me/ *Einschreiben*“.

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But I don't know how to select the chair of my first preference?

- * Click on "Course Registration": **Bachelor Thesis Seminar (29993)**

Chair Selection:



- * Then click on the button from the section „Choice/ Gruppenwahl“ and choose **only ONE** chair of your first preference in „Group/ Gruppe“, and finally, confirm it with a click on the box below:

Choice	Group Show descriptions	Members / Capacity	Group members Show
<input type="radio"/>	Accounting and Control <i>(Full)</i>	2 / 2	
<input type="radio"/>	Applied Economics	3 / 4	
<input type="radio"/>	E-Business <i>(Full)</i>	3 / 3	
<input checked="" type="radio"/>	Economics of Business and Law <i>(Full)</i>	3 / 3	
<input type="radio"/>	Banking and Finance	1 / 2	
<input type="radio"/>	International Management <i>(Full)</i>	3 / 3	
<input type="radio"/>	Public Economics	3 / 4	
<input type="radio"/>	Economic Policy	0 / 8	
<input type="radio"/>	Operations Management	2 / 5	

Deadline:
01/03/24, 12:00 (noon)

Lastly, confirm with a click of the button: "Save/Meine Wahl speichern".

Students must submit the required application documents for the bachelor's thesis until:

01/03/24 until 12:00 (noon) via *OVGU's e-learning portal*

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Step 3:

I did not succeed in receiving a place at a chair of my “first preference“, what do I need to do now?

This *registration step 3* is necessary **only** for students which *did not receive a place at a chair of their first preference*.

The allocation of left-over places will be given on a *“first come, first served”* basis starting from: **02/04/24, 17:00 until 04/04/24, 23:55**

Login in into the e-Learning Portal: „*Studiendekanat*“/ Office of Study Affairs.

until **18/04/24** (*deadline for Chairs*)

Topic assignment by chairs and the start of the two-week *reading period*.

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Step 3: “First come, first served“

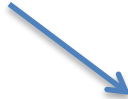
- * Click on: “Course Registration– Chair Selection / *Wahl des Lehrstuhls*“
- * Go to „Choice / *Gruppenwahl*“ and click on **ONE** desired chair, and confirm your selection with a click on “Save / *Meine Wahl speichern*“.
- * Besides the name of the chair, you will find information about the total number of participants, and the maximum of offered places for respective semester (SoSe 2024), as well as the number of students which already have a binding confirmation.

Info: Group members / *Gruppenmitglieder* = already confirmed participants

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“First come, first served“ / Example:

Choice	Group Show descriptions	Members / Capacity	Group members Show
<input type="radio"/>	Accounting and Control <i>(Full)</i>	2 / 2	
<input type="radio"/>	Applied Economics	3 / 4	
<input type="radio"/>	E-Business <i>(Full)</i>	3 / 3	
<input type="radio"/>	Economics of Business and Law <i>(Full)</i>	3 / 3	
<input type="radio"/>	Banking and Finance	1 / 2	
<input type="radio"/>	International Management <i>(Full)</i>	3 / 3	
<input type="radio"/>	Public Economics	3 / 4	
<input type="radio"/>	Economic Policy	0 / 8	
<input type="radio"/>	Operations Management	2 / 5	



Meine Wahl speichern



Save

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Part II: „First come, first served“

- ✓ If places of chairs are fully booked, it is no longer possible to activate the button „Choice/ *Gruppenwahl*“.
- ✓ Select a chair with open places.
- ✓ Be informed, it is possible to change the first selection, if other chairs are still offering open spaces. For this click on “Choice / *Gruppenwahl*“ of the other chair and confirm it with a click on “Save / *Meine Wahl speichern*“.

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Schedule: IBE Bachelor's Thesis Seminar (29993) IBE (SPO 2019)

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until 02/02/24, 23:55	Enrolment (strict deadline) for the bachelor's thesis + seminar (29993) via the e-Learning portal under the course category "Studiendekanat/ Office of Study Affairs"
until 23/02/24	Announcement of topics by the faculty's chairs (department - Lehrstuhl).
until 01/03/24, 12:00 (noon)	<ol style="list-style-type: none"> 1. Selection of the chair of the first preference by students via the e-Learning portal under the course category "Studiendekanat/ Office of Study Affairs". 2. Submission of application documents at the e-Learning portal under the course category "Studiendekanat/ Office of Study Affairs".
until 25/03/24	Informing students in regard of their acceptance at the chair of their first-preference.
from 02/04/24, 17:00 until 04/04/24, 23:55	Allocation of remaining places on a "first come, first served" principle via the e-Learning portal under the course category "Studiendekanat/Office of Study Affairs".
08/04/24 until 18/04/24	Topic assignment by chairs; Start of the two-week reading period
22/04/24 until 03/05/24	One-time change (return) of the bachelor's thesis topic possible; <i>without a new reading period</i>
until 17/05/24	Submission of the "Registrations Bachelor's Thesis + Seminar" to the faculty's Examination Office by chairs.
28/06/24	Latest end of the processing period, and submission of the bachelor's thesis. Submission of the written bachelor's thesis at the Examination Office by students.

All the best, and enjoy the academic research and writing!



Further questions?

isp@ovgu.de or studiendekan-fww@ovgu.de

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