Regulations of BSc Research Project

I. Registration requirements

The research project consists of a report to be prepared only by students who have successfully completed at least 100 credit hours of the bachelor's program. The student is further expected to graduate in the semester of the project preparation or at most in the coming semester.

II. General procedure

1. The Department committee in charge of research projects first calls for project submissions at the end of the semester preceding project preparation. Then faculty members submit proposals according to the specific form available.

2. The model of the proposed research project indicates whether the project is intended for one student or two students.

3. The subject of the proposed research project should be of a scientific nature appropriate to the scientific background of the student. It should require some scientific background covering at least level 6 of the BSc syllabus.

4. The main objective of a project is to enhance the scientific background of the student, to develop his/her practical skills, but not to obtain new scientific results.

5. The Department committee evaluates the proposals and then publishes the list of accepted projects.

6. Each student enrolled in a research project is asked to choose one project from the list (choose two projects).

7. The committee reviews the selected projects and assigns one project to each student. In case when two or more students choose the same subject, priority will be given to the student with best grading, then according to the priority of their selections.

8. Teaching staff members and students are then informed about project assignments at most three weeks after the semester start.

III. Project Supervision

1. Each supervisor can handle at most 2 students.
2. The supervisor must meet with his/her student at least two hours per week.
3. If the student lacks diligence on his project, the supervisor should submit a detailed report to the Department committee, which has the right to decide that the student did not pass in this course.

IV. Project report

1. At the eighth week of the semester, the supervisor must complete a first report on the carried out work, marking it with a score out of 30. In the case of two supervisors (internal and external), the average score is considered in the evaluation.
2. Before starting final exams, the supervisor writes down a final report marking it with a score out of 30 (written evaluation). Furthermore, the supervisor checks the plagiarism level of the report. A maximum of 40% is tolerated. Elsewhere, the student must make modifications to his report to fulfill this condition.

V. Project defense

1. At the end of final exams, the Department committee sets up a timetable for oral defense for presentations.
2. The student and the supervisor must submit a poster summarizing the project to the department no later than two weeks before the date of the presentations.
3. The Department committee selects the committees and members and sends out copies of projects to them at least four days before the defense date.
4. Every member of the committee should make a written evaluation of the project.
5. At the end of the presentation, the jury debates and scores the student a mark out of 40. The supervisor reports his/her overall mark to the chairman of the project committee.