

BMO BSc thesis procedure – student version

	Preparation	Start of thesis	Finalizing thesis	Handing in thesis	Thesis defence
Student tasks	<ol style="list-style-type: none"> 1. Explore thesis topics 2. Ask study advisor to confirm to BMO Office that you fulfil the requirements 3. Fill in BSc Thesis Orientation Form & send to BMO Office 	<ol style="list-style-type: none"> 4. Set up first meeting with supervisor 5. Fill out BSc Thesis Contract and discuss with supervisor 6. Once approved by supervisor, send the BSc Thesis Contract to BMO Office 7. Attend your first thesis ring 	<ol style="list-style-type: none"> 8. Attend thesis rings 9. Ask supervisor for feedback on chapters 10. When approved by supervisor, upload draft thesis in Brightspace for similarity check 	<ol style="list-style-type: none"> 11. Agree with supervisor & examiner on date for defence 12. Upload final thesis in Brightspace for Turnitin check 13. Send supervisor AND BMO office a PDF version of final thesis 	<ol style="list-style-type: none"> 14. Prepare 15-minute presentation for defence 15. Try out your presentation & prepare your defence in thesis ring 16. Present and defend your thesis
BMO Staff	<p><i>Thesis coordinator contacts you to confirm thesis topic and matches you to supervisor</i></p> <p><i>Thesis ring coordinator sends you instructions for thesis ring participation</i></p>	<p><i>Supervisor approves Learning Agreement</i></p>	<p><i>Supervisor & examiner review draft, provide feedback, & if sufficient, approve thesis for defence</i></p>	<p><i>BMO office sends you invitation for the defence</i></p>	<p><i>Supervisor & examiner(s) assess thesis and defence</i></p> <p><i>Final grade is communicated by Supervisor.</i></p>

Questions? Persons to contact:

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All documents related to the BSc thesis can be found [here](#) and on the [BMO thesis Brightspace](#)