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Name:	Time-schedule of the Agenda Associated with Bachelor's and Master's Degree Theses for the 2021/2022 Academic Year
Organisational Relevance:	The Faculty of Applied Informatics, Tomas Bata University in Zlín
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Article 1 Basic Provisions

This Dean's Decree regulates the time-schedule agenda associated with the creation of documents and submissions of Bachelor's and Master's Degree theses - (hereinafter "BP/DP"), in the final years of accredited Bachelor's and Master's Degree programmes at the Faculty of Applied Informatics - ("FAI"), Tomas Bata University in Zlin.

Article 2 Time-schedule

The time-schedule related with BP/DP for 2021/2022 academic year is as follows:

- 1. 10. - 24. 10. 2021** **Tutors will publish their list of BP/DP topics in the IT system.**
(Responsibility: BP/DP Tutor)
- 25. 10. - 31. 10. 2021** **Branch Council Members will evaluate the BP/DP topics in the system.**
(Responsibility: Branch Council Members)
- 1. 11. - 7. 11. 2021** **The Study Programme/Branch Guarantor will approve the topics.**
(Responsibility: Guarantor)
- 8. 11. - 19. 11. 2021** **Students must choose a BP/DP topic, and contact the Tutor with whom they will agree on the topic. The approved topics list - by field/branch, will be published on the FAI website on November, 8th, 2021 at 7:00. The tutor will assign the student their topic.**
(Responsibility: Student + Tutor)

- 22. 11. - 3. 12. 2021** **The Thesis Tutor - in consultation with the student**, shall determine the topical points, recommended literature; the official assignment – entered by the student into the FAI IS/STAG system. Students must submit this to the Departmental Secretariat in which the relevant field of study belongs, as confirmation of the insertion of the basis of the official BP/DP assignment into the FAI IS/STAG system.
(Responsibility: Student + Tutor)
- 6. 12. - 18. 12. 2021** **Students will receive an official BP/DP assignment.** The handover date is determined by the Department guaranteeing the relevant field of study.
(Responsibility: Department Head of the guaranteed field of study)

In addition to the individual work of students, the BP/DP subject also includes **Control Days**, when students must present the status of their BP/DP solution. At least 2 control days are organised and the organisation of control days is within the competence of the Guarantor of the field; who sets the dates and content of control days; at the beginning of the summer semester at the latest.

- May-June 2022** **Students submit their BP/DP within the FAI IS/STAG system. The exact date will be determined according to the Final State Exams (“FSE”) deadlines of individual fields of study.**
Their work can be submitted on the days and times determined by the Department - **no later than 14 days before the Final Examination.** Submission Deadlines will be published on the FAI website in a timely manner.
(Responsibility: Student)

- June 2022** **Final State Exams**
FSE dates will be made public on the FAI website.

Students are advised to follow events on the FAI website, in the *FAI Students / Final State Exams* section, where they will find all relevant information relating to Bachelor's and Master's Degree Final Examination theses.

Direct link: <https://fai.utb.cz/en/student-2/fai-students/final-state-exams/>

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Dean of FAI