**Appendix 1. – Thesis topic application form**

**THESIS TOPIC\***

**APPLICATION FORM**

**Deadline: May 15., November 15.**

**Filled by the student!**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Neptun ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Level of Education: BA/BSc / MA/MSc\* Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Specialisation\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student e-mail address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Host Institute / Department:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary supervisor name and position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Independent Consultant name, position, workplace:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thesis topic: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ month \_\_\_\_\_\_\_ day

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

­­­ Primary supervisor Independent consultant Student

**Filled by the host course leader/coordinator and the Head of host institute/department!**

***Application for the thesis topic is accepted/not accepted\****

Date: \_\_\_\_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_\_\_ month \_\_\_\_\_\_\_ date

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Course leader/coordinator

***Student and thesis topic is admitted/not admitted by the Institute/Deparment\****

Date: \_\_\_\_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_\_\_ month \_\_\_\_\_\_\_ day

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Head of Institute/Department\*\*

\***Please undreline the relevant choice!**

­­\*\*When the center of the Host Institute is not based at the campus of the student, form is to be signed by the head of the campus based department of the institute and the campus coordinator of the course

**Appendix 2 – Sample cover page of the thesis**

**THESIS**

 **STUDENT NAME**

 **Course**

**Campus city**

**Year**

**Appendix 3 – Sample title page of the thesis**



**Hungarian University of Agriculture and Life Science**

**Szent István Campus**

**…… Course**

**THESIS TITLE**

 **Primary Supervisor:** Name

 position

 **Independent Consultant:** Name

position

 **Author: Name**

 neptun ID

 **Institute/Department:**

**Campus City**

**Year**

**Appendix 4 – Declaration**

**STUDENT DECLARATION**

Signed below, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, student of the Szent István Campus of the Hungarian University of Agriculture and Life Science, at the BSc/MSc Course of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ declare that the present Thesis is my own work and I have used the cited and quoted literature in accordance with the relevant legal and ethical rules. I understand that the one-page-summary of my thesis will be uploaded on the website of the Campus/Institute/Course and my Thesis will be available at the Host Department/Institute and in the repository of the University in accordance with the relevant legal and ethical rules.

Confidential data are presented in the thesis: yes no\*

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ month \_\_\_\_\_\_\_ day

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

­­­ Student

**SUPERVISOR’S DECLARATION**

As primary supervisor of the author of this thesis, I hereby declare that review of the thesis was done thoroughly; student was informed and guided on the method of citing literature sources in the dissertation, attention was drawn on the importance of using literature data in accordance with the relevant legal and ethical rules.

Confidential data are presented in the thesis: yes no \*

Approval of thesis for oral defense on Final Examination: approved not approved \*

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ month \_\_\_\_\_\_\_ day

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

­­­ signature

**\*Please, underline the correct choice!**

**Appendix 5 – Sample Abstract**

**ABSTRACT OF THESIS**

**Thesis title** (in bold)

**Author name** (in bold)

Course, level of education:

Host Department/Institute:

*Primary thesis advisor:* (name, position, institute/deparment)

*Independent consultant:* (name, position, company)

Text formatting: Times New Roman, 12 point size, 1,5 spacing, both side justified, top &bottom margins – 2.5 cm, right and left side margins 2,5 cm.

Content of abstract should be in line with Summary Chapter of the thesis. It should contain study purpose, goals, methods, results, evaluation and recommendation in brief.

**Abstract should not exceed one page in length. It will be uploaded on the homepage without any change, therefore formatting rules should be strictly kept.**

Appendix 6 – Thesis Review Report

**DIPLOMADOLGOZAT/SZAKDOLGOZAT BÍRÁLATI LAP**

**THESIS REVIEW REPORT**

**A dolgozat készítőjének neve, Neptun kód / Candidate’s name, neptun code:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A dolgozat készítőjének szakja, tagozata, képzési helye / Candidate’s department, training place:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A dolgozat címe / Title of the thesis:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**A bíráló neve, beosztása, szervezeti egység / Thesis evaluator’s name, title, department:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**A diplomadolgozat nem fogadható el/ The thesis cannot be evaluated if:**

* súlyos szakmai tévedéseket tartalmaz / it contains major technical errors,
* szegényes a felhasznált forrásmunkák köre, / the amount of sources used is not efficient,
* súlyosan megsérti a tartalmi formai követelményeket / or it severly violates the formal requirements.

**Plágium, hivatkozás nélküli jelentős szövegfelhasználás esetén a dolgozat összpontszáma: 0! / In case of plagiarism, when the sources of quotations are not indicated, the total score of the thesis is 0. Kérjük jelölje az értékelésének megfelelő pontszámokat az 1-től 5-ig terjedő pontskálán. Please, evaluate the reviewing aspects below on scale 1 to 5.**

1. **Témaválasztás / Choice of topic**

**1. Célkitűzések, logikai ív, koherens gondolatmenet / Objectives, logical and coherent train of thoughts:**

1 2 3 4 5

1. **Szakirodalmi feldolgozás / Use of literature**

**2. Az elméletek, fogalmak, modellek ismerete, alkalmazása / The knowledge and application of theories, concepts and models:**

1 2 3 4 5

**3. Elemző, értékelő, összehasonlító, kritikai észrevételek / Analytic, evaluative, comparative and critical observations:**

1 2 3 4 5

**4. Szakirodalmi hivatkozások / Literature references:**

1 2 3 4 5

1. **Egyéni vizsgálat** (amennyiben a dolgozat szakirodalmi áttekintés témájú, az itt szereplő kérdéseket a szakirodalom feldolgozásának színvonala alapján szükséges értékelni) **/ Individual research** (if the thesis is a literature review, these questions should be evaluated according to the quality of reviewing)

**5. A kutatási kérdések/hipotézisek / Stating research questions/hypotheses:**

1 2 3 4 5

**6. Az adatgyűjtés és adatfeldolgozás módszertana/ The method of data collection**

**and processing:**

1 2 3 4 5

**7. Elemzőkészség / Analytical skills:**

1 2 3 4 5

**8. Következtetések és javaslatok / Conclusions and suggestions:**

1 2 3 4 5

1. **Formai követelmények / Formal requirements**

**9. A dolgozat stílusa / The style of the thesis:**

1 2 3 4 5

**10. A dolgozat struktúrája / The structure of the thesis:**

1 2 3 4 5

**A DOLGOZAT ÖSSZPONTSZÁMA / TOTAL SCORE OF THESIS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Plágium / Plagiarism:** Elfogadható színvonalú forráskezelés / Acceptable use of literature\*

Érdemjegy /Final grade:

 0-25 pont: elégtelen/insufficient (1)

26-31 pont: elégséges/sufficient (2)

32-38 pont: közepes/satisfactory (3)

39-44 pont: jó/good (4)

45-50 pont: jeles/excellent (5)

**Védésre javaslom / I recommend it for final examination\*: igen nem**

**ÉRDEMJEGY / GRADE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Általános összefoglaló vélemény a dolgozatról / General, summarizing opinion about the thesis:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A bíráló szakmai kérdései / Questions of the thesis referee:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Kelt: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ év \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hó \_\_\_\_\_\_\_ nap

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

­­­ Bíráló neve és beosztása/Referee name and position

 Bíráló munkahelye/Referee place of work