

Procedure and schedule MA Thesis Arts and Culture 2022-2023 (February cohort 21-22)

Date	Action	Responsibility	Result
MA Thesis Arts and Culture (individual supervision) Semester I 2022-2023			
Before the end of April Semester II	Assignment 1 st reader	Chair of the department Arts & Culture/ Board of Examiners	1 st reader known
Between first of September and last week of September	Hand in of at least two chapters in concept	Student	Concept chapters
Between end of September and half of October	Commenting on concept chapter(s)	1 st reader	Comments on chapters
30 October 2022	Submit First full draft	Student	First full draft
Before end of November 2022	Commenting first full version.	1 st reader	
Before 1 December 2022	Assignment 2 nd reader	Chair of the department Arts & Culture/ Board of Examiners	
11 December 2022	Submit Definitive version	Student	Definitive version
Before 13 January 2023	Marking definitive version	1 st and 2 nd reader	Grade - Graduation date: 31 January 2023
Before 31 January 2023	Submit rewrite version	Student	Rewrite version
Before 28 th of February 2023	Marking Rewrite version	1 st and 2 nd reader	Grade: 1 March 2023; Official Graduation date: 31 January 2023

Date	Action	Responsibility	Result
MA Thesis Arts and Culture (individual supervision) Semester II 2022-2023			
Before the end of April Semester II	Assignment 1 st reader	Chair of the department Arts & Culture/ Board of Examiners	1 st reader known
Between first of February and last week of March	Hand in of at least two chapters in concept	Student	Concept chapters
Between end of February and end of April	Commenting on concept chapter(s)	1 st reader	Comments on chapters
30 April 2023	Submit First full draft	Student	First full draft
Before end of May	Commenting first full version.	1 st reader	
Before 1 June 2023	Assignment 2 nd reader	Chair of the department Arts & Culture/ Board of Examiners	
11 June 2023	Submit Definitive version	Student	Definitive version
Before Half July	Marking definitive version	1 st and 2 nd reader	Grade - Graduation date: 31 August 2023
Before 13 August 2023	Submit rewrite version	Student	Rewrite version
Before the 8 th of September 2023	Marking Rewrite version	1 st and 2 nd reader	Grade: 8 September 2023; Official Graduation date: 31 August 2023

Marking: The **first full draft** can be judged as either sufficient or insufficient. In both cases, however, the student can improve the work for the definitive version. **Beware!** The first full draft of the thesis should be a full draft indeed which means it should contain all the elements of a thesis and meet the formal standards (check the MA style sheet). The first full draft is insufficient automatically if it contains an unacceptable number of grammatical, syntactic and/or idiomatic errors and if the use of English writing is poor. The first full draft is also automatically insufficient if there is no clear research question, and or appropriate method or theoretical framework to answer the question. To be sufficient the first full draft should contain a coherent argumentation that leads to answering the research question.

The **definitive version** will be graded by the 1st and 2nd reader. In the case of an insufficient grade for the definitive version the student has one opportunity for a rewrite. The deadline for the **rewrite** in the **first semester** is each year the Sunday closest to the **31st of January**. The deadline for the **rewrite** in the **second semester** is each year the Sunday closest to the **10th of August**. When the rewrite is still insufficient the student will have to deliver a new proposal

at the examination committee and will be assigned a new 1st reader (supervisor) in the next semester.

Available hours 1st and 2nd reader	
Supervision talks	3
Commenting concept chapters and first draft	14
Reading	2,5
Filling in thesis form	0,5
Total per thesis	20
2nd reader	
Reading	5,5
Filling in thesis form	0,5
Total per thesis	6

Flowchart process MA Thesis

