

Thesis manual for the master's thesis

Law, Tax Law, Notarial Law and Child Law

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1 What is expected of you when you write your thesis?

1.1 Introduction

This manual is intended to help you get started on writing your master's thesis, so you have an idea of what is expected of you in advance. This manual applies to the LL.M. programmes in Law, Child Law, Notarial Law and Tax Law. For the bachelor's thesis you are referred to the procedure as published annually on the Leiden Law School's website and Blackboard. The master's programme in Criminology has its own thesis manual.

This manual offers guidance for the research and writing process as well as information about the procedures surrounding thesis supervision and assessment. In addition to this manual, most departments have a separate thesis guide outlining further practicalities of the master's thesis process at that particular department. In the further detail of the master's thesis process - within the parameters outlined in this manual - there may be differences per programme, specialisation and department, depending on the field of law, the number of students involved, the size and organisation of the particular department, and the structure and course schedule of the respective specialisation. For several specialisations there is now a structured thesis track, with set intermediate deadlines, for writing the master's thesis. **The information contained in this manual about thesis supervision and assessment applies to all master's theses for all law programmes.**

1.2 Purpose of the master's thesis

The master's thesis is not only intended as a learning process, but also as an assessment of whether you possess sufficient legal knowledge and skills, and whether you are able to apply this knowledge and these skills in an independent assignment. By writing a master's thesis you must therefore demonstrate that you are – with appropriate supervision – able to identify a legal problem, describe it, analyse it and offer a solution with the support of self-obtained literature and jurisprudence. You must then be able to reflect on this process by means of a clearly written argumentation. The end terms of the master's thesis – the knowledge and skills you must have obtained upon completion – are included as an appendix to this manual.

1.3 Level of the thesis

The master's thesis is set at level 600¹, the highest level according to the Leiden register of degree programmes. This implies that you must deliver a more or less independent contribution to academic

¹ For a further description of these level indications please see the so-called 'abstract structure' developed by the university as a model to 'objectify' the course level requirements per programme year. The abstract structure forms part of the Leiden register of programmes.

research examining an as of yet unresolved problem. In this context the most recent academic literature and latest state of research must be addressed. The type of readership you should keep in mind when writing your thesis is that of an advanced law student or recently graduated lawyer.

1.4 Length of the thesis

The master's thesis carries an academic load of 10 ECTS, corresponding to approximately 280 hours of study. Within these parameters you must write a thesis of no less than 10.000 and no more than 15.000 words (including footnotes, excluding bibliography). In terms of assessment, quality comes before quantity! When you hand in a thesis that is significantly longer than 15.000 words, your supervisor will ask you to compress it. Please try to avoid this at all times, because compressing will take time and therefore cause delays.

2 The structure, writing and completion of the master's thesis

2.1 Choice of topic

2.1.1 Finding a topic

It is not always easy to find a thesis topic. But also thinking about and finding a suitable thesis topic is part of the nature of an academic education. Below are some suggestions for how to find an idea for a topic. Please inquire further with your academic department on the procedures for choosing a thesis topic.

- Look for a topic that relates well to the (elective) courses, practicums, *privatissimums* and/or seminars you took, but that hasn't been addressed properly yet during the earlier course (i.e. your thesis should not be an expanded version of a paper you wrote for a *privatissimum*, elective, seminar, etc.);
- Choose a topic that attracted your interest while doing an internship;
- If available, consult the lists of thesis topics on the internet for the academic department where you will graduate;
- Approach a member of staff who you know is doing research in which students can participate, for example by researching (sub) questions and report on this research in a thesis;
- Consult the most recent issues of academic law journals, for current issues that may attract your interest
- Draw inspiration from websites such as <https://www.rechtspraak.nl/English>, <https://www.overheid.nl/english/> and <https://www.loc.gov/law/>

2.1.2 Approval of the topic

When you have found a topic, the subsequent question is whether it is suitable as a thesis topic. For this to be the case it should be feasible for the topic to:

- be examined concisely, within no more than 15.000 words
- be researched and composed within a period of 3 to 4 months
- have sufficient legal grounding. A purely descriptive thesis is not permitted: you will need to demonstrate in your thesis a level of development of the law and your own stance on this.

When you have concluded that your topic may be a suitable thesis topic, you should contact the thesis coordinator at your academic department. The thesis coordinator will then award you a supervisor. In some departments the role of thesis coordinator goes further than this, see below under 2.2.1. You must notify your thesis supervisor by email (some departments have a dedicated form) of the topic you wish to address and you need to briefly substantiate on this choice of topic. During the intake conversation with your supervisor, that will take place following your email, the suitability of your proposed topic will be discussed.

As needed, the thesis supervisor can then assist you in either focusing or broadening your topic. Furthermore, the supervisor can make suggestions for your literature survey/research. During this intake discussion, arrangements must also be made for the ensuing process and the proposed timeline for writing the thesis (see also 2.2.).

2.2 Supervision

2.2.1 The thesis coordinator

Every department has a thesis coordinator who is responsible for the allocation of thesis supervisors. You can usually find out who the thesis coordinator is via your departmental website. The thesis coordinator is also the person to contact should (serious) problems or complaints arise during the writing and/or supervision of the thesis. The actual supervision is the responsibility of the thesis supervisor. In several departments the thesis coordinator assesses the draft outline of the thesis (i.e. an introduction that briefly outlines the context and research topic, the main research question within this topic, the sub-questions to help answer this question, a subsequent provisional table of contents and a preliminary bibliography). In this case you will only be allocated a supervisor after this draft outline has been approved.

2.2.2 The role of the thesis supervisor

After you have submitted your thesis topic – possibly already in the form of a draft outline – to the thesis coordinator, you will be allocated a member of teaching staff as a thesis supervisor (see 2.1.3). When writing your thesis you will need to follow the guidelines you will receive from your thesis supervisor; the supervisor on the other hand should provide clarity about the requirements that the thesis should meet. For appropriate supervision to take place it is imperative that both parties adhere to the agreements that are made.

Writing a thesis has, as described above in 1.2, a dual purpose, and this reflects on the role of the supervisor also. First of all, it is a learning process. This involves that, in consultation with your supervisor, you determine a topic, research question, structure and the bibliography. In consultation with the supervisor you will decide on the timeline that you and your supervisor will adhere to when writing and reviewing the thesis. During the writing process your supervisor will provide you with feedback on in-between products.

Furthermore, the thesis is an *examination*. This means that the responsibility of the supervisor also includes the assessment of the thesis as a final product. In addition, a second member of teaching staff conducts an independent assessment of the thesis. The process surrounding the assessment of the thesis is further described in 2.5.2 and 2.5.3.

2.2.3 The intake conversation

The intake conversation, the first meeting you will have with your supervisor, is an important moment. It is of utmost importance that at the start of the thesis process you make clear arrangements with your supervisor and that you and your supervisor know what to expect of one another. It is recommended to agree on these arrangements in writing. Before the intake conversation, please also think about things that are important for your supervisor to be aware of, such as any periods of absence.

At the meeting, your supervisor will first discuss with you the requirements that your thesis will need to meet (as indicated on the thesis assessment form, see the appendix for a schematic overview) and issues such as the length of the thesis (10.000-15.000 words), use of language, literature referencing, plagiarism, etc. Your supervisor will let you know what you may expect of him or her in terms of feedback and supervision. You can indicate what your own ambitions are regarding your thesis. In addition, it is useful to pay attention to the following issues in terms of practical planning:

- Circumstances that may influence the thesis process (e.g. any courses you still need to complete, a second academic programme, or (part-time) job).
- The anticipated date for graduation, including an indication of the date by which graduation will then need to be requested.
- The deadline for submitting the final version of the thesis (counting back from the anticipated graduation date), including the planning and any intermediate steps needed to make this deadline.
- Agreements as to how and when ‘interim products’ must be submitted and commented upon.
- The time in which the final version will be reviewed and assessed by the supervisor and the second reader (see 2.5.3).
- Any other circumstances that may affect the planning, such as:

- Periods in which you or the supervisor are absent, for example because of time abroad or holidays, and possible options for email contact during such periods;
- Periods in which no or limited supervision is possible (Christmas break, the months of July and August);
- Periods in which alternate review times apply (e.g. summer and Christmas recess).

Sometimes the first draft of the thesis outline is already discussed during the intake conversation.

2.2.4 The supervision process

In addition to the intake conversation and the final meeting, the supervision process consists of at least two more meetings. After the intake conversation usually the following supervision meetings will take place:

- A discussion of a (more detailed or amended version of the) outline or a draft of the first chapter
- A discussion of the draft version of the entire thesis. You should regard this draft version as the final version yourself. Following any feedback from your supervisor you can then make minor amendments as needed. The final version you will subsequently submit will remain the final version and cannot be amended again (except as part of a formal retake, see 2.5.5 below).

This is a general description; no thesis process is exactly the same. Sometimes the supervisor needs to provide feedback on an outline more than once before it can be approved. Sometimes a student, after having his or her outline approved, submits the entire draft thesis at once (rather than submitting drafts of one or more individual chapters at intervals) and feedback is offered more than once on the entire draft. Nevertheless, supervision must always take place, you may not submit a complete thesis ‘out of the blue’ with a member of staff. Your supervisor can only come to an informed assessment of the final product when he or she is aware of how the thesis came about.

2.2.5 Problems when writing your thesis

When writing a thesis you are dependent on your supervisor. Usually students are very satisfied with the supervision offered for the master’s thesis (in the master’s exit questionnaire average scores for thesis supervision for all programmes and specialisations are more than four on a scale of one to five). Nevertheless, it is possible for you to encounter problems. Please try in the first instance to address these with your supervisor. In most cases this will lead to a solution. Should this not be the case, then you may turn to the thesis coordinator at the department where you write your thesis. When this does not help solve the problem either, the study advisor can attempt to mediate. The study advisor can also advise you when you are not able to complete your thesis according to planning because of personal reasons. In case of disagreement about the grade you may file a formal appeal with the Examination Appeals Board.

Please do not wait too long before talking to someone when you come into difficulties! It is not a good idea to leave problems unaddressed for too long.

2.3 Literature and outline

Once your supervisor has approved your thesis topic, you will start setting up an outline and compiling a bibliography. Both aspects cannot be separated: on the basis of your thesis topic and a draft general outline you will select literature, while the literature consulted will help you to work further on your outline.

2.3.1 Searching for academic literature

University library catalogue

In the catalogue you can search the collections of the Leiden University libraries, including that of the Law Library. You can find the catalogue on the library's website: <http://www.library.leiden.edu/>. With a single search, you can look for books and journals, both print and online, and electronically available journal articles.

The library also offers access to many (legal) databases. You can find these databases under the tab *Find Databases* in the catalogue.

Legal Intelligence

You can also find Legal Intelligence via the tab *Find Databases*. You first need to log into Legal Intelligence. At the top right of the search screen you will then see your name.

Legal Intelligence is a search engine that will allow you to simultaneously search for legal information that the government makes available for free via the internet (case law, legislation and jurisprudence), *and* academic information from legal publishers. However, not all legal information can be accessed through Legal Intelligence!

Need help?

Master's students who begin their thesis, may make an appointment with one of the subject specialists at the Law Library for initial support with the search process. You can obtain further information at the desk of the Law Library, or by contacting one of the subject specialists. Contact details for the subject specialists can be found on the library website (under 'contact').

In addition, you may use the online tutorials in the Toolbox. You can find this Toolbox via the page [Need help?](#) The Toolbox contains, among other things, the following tutorials:

- Leiden Catalogue
- Modules on *Searching scholarly information* and *Evaluating information*
These online courses teach law students to select sources of information, develop a search strategy and assess search results for relevance and reliability.
- Modules under *Start a thesis*

Internet

The internet is of course an indispensable source when searching for information. But not every site provides reliable or unbiased information (for instance websites of interest groups, political parties, but also law firms).

You are therefore advised to only use official websites of the European Union, the (Dutch) Parliament, ministries and other official organisations. Obviously this is different when you want to discuss the position of an interest group for example.

A special search engine is Google Scholar. Google Scholar is a simple means to find academic publications for various academic fields: articles, dissertations, books, abstracts and publications, as well as research publications by universities and other academic organisations. Through the links on Google Scholar it is easy to establish where you can find the complete article in the library or on the web.

It is best to use other internet sites and search engines only to facilitate your search for reliable sites and information.

When you have found enough information, you should list your selected sources in a bibliography. You should arrange the sources you have selected in alphabetical order by last name of the author. In your bibliography, please take into account the hierarchy of the various sources of law. When you incorporate a lot of case law in your thesis, you are advised to include a separate list of jurisprudence in your bibliography. For information on how you should reference sources of law in your bibliography, we refer you to https://www.law.ox.ac.uk/sites/files/oxlaw/oscola_4th_edn_hart_2012.pdf.

2.3.2 Research question and outline

In addition to a bibliography you must determine a research question and write an outline for your thesis. Both of these need to be approved by your supervisor, or, in a few departments, by the thesis coordinator.

Research question

The research question expresses the actual question or the problem that the thesis deals with. It is one of the most fascinating but often most difficult parts of the thesis. The research question should on the one hand be precise, on the other hand concise, and it often requires a lot of thinking to be able to meet both criteria. You may wish to set one or more secondary/sub-questions.

- The research question must be *precise*: the question or problem must be phrased in such a way that it is clear what is being investigated in the thesis. Too broad (vague) a research question offers too little information about the limitations that you have imposed on your research and would then apply to many possible theses about the same topic. The research problem is therefore not the same as the topic of the thesis, but a reflection of what you want to know about this topic, the way in which you are going approach this, limitations in terms of time, place, target group, etc.
- The research question must be *concise*: the research question should be limited to the essential aspects of your research. Anything that does not substantively contribute to a better understanding

of your research, will diverge from the key issue and hence distract from the actual point of your research. A useful test is whether you are able to define in one sentence what you are going to investigate.

Outline (contents)

A good outline is the basis of the entire thesis and will make working on the thesis significantly easier. Such an outline is reflected in a good table of contents.

- With a good, complete table of contents you will make your writing task more manageable, because you break down the components of your research into small manageable parts from the onset.
- The table of contents will help you visualise a logical interconnection between the various parts of your thesis.
- The table of contents will help you get started more easily: you can start with the easiest or most interesting part.
- It is useful to specify a preliminary number of pages for each of the chapters and sections of the table of contents; this will also give you something to work towards.

The point of the table of contents is that the supervisor understands the approach you have in mind, so that he or she can provide meaningful feedback. The outline should at least include a well-defined research question, a briefly clarified list of chapters of the assigned topic and an overview of the literature to be consulted. Never just start writing at random, your thesis will soon grow out of control.

2.4 Writing the thesis

When your outline and bibliography have been approved by your supervisor you can start the actual writing process.

2.4.1 Title

You should choose a title that covers the content. The title will initially serve as a 'working title'; often it only becomes apparent at the end of the thesis what the most appropriate title and/or subtitle should be.

2.4.2 Structure

More than likely the structure of the thesis is pretty much set after the table of contents has been drawn up. When this is not the case, we recommend you to sort this as early as possible in the process. A good (and detailed) structure, as indicated above, forms a helpful guideline when writing your thesis. There are various ways to achieve a good further structure of your thesis. One example is the card system, whereby different topics and sub-topics are written on separate cards.

2.4.3. Language and style

Several tips for the writing style:

- Write in clear, uncomplicated sentences
- Avoid archaic or ceremonial language
- Avoid overusing the passive tense
- Avoid vague qualifications (often, sometimes, considerable, partial, largely)
- Use abbreviations and underlining only sparingly, and use proper and consistent punctuation
- Use quotation marks where necessary
- Check for style and typing errors. Use the spell checker on your computer. Feel free to have other people proofread your drafts before you submit them.

Every student who writes a thesis, is expected to write in perfect Dutch or English (in case of English-language programmes and specialisations). A poorly written text is not convincing in terms of content either.

2.4.4 Quotes and plagiarism

Use quotes sparingly. Place quotes in quotation marks. Use a quote only when it expresses the core idea of an author or an authority. When you quote, the quote should preferably be short. Every quotation needs to be cited (in a note in the main text) and referenced (in the bibliography).

For a law student it will be self-evident that copying literal passages, apart from any quotations you use, is never permitted. The thesis needs to be a piece of your own writing and not a concatenation of the works of others. Hugo Grotius himself talked about the disgrace of plagiarism by academics. What Hugo Grotius did not have at the time but the Law School does today, is computer software that checks all theses for plagiarism. For the correct use of quotes and citations we refer you to the Oxford University 'OSCOLA' standard (see above).

2.4.5 Notes

Notes should preferably be placed at the bottom of the page.

Avoid too much digression in a note. Digress only when a digression in the body of the text would distract too much from the flow of your argument. For the manner in which you should reference literature sources in the notes, see above.

2.4.6 Bibliography, table of contents and list of jurisprudence

At the back of your thesis, include a bibliography, in alphabetical order by last name of the author. List the full details of each referenced source. Precede your thesis by a table of contents. For each of the chapters and sections please list the corresponding page number. If you use a lot of case law in your thesis, a separate list of jurisprudence is preferred.

2.4.7 Look and layout

A piece of writing that does not look tidy, will be read with less goodwill. It is therefore important that your thesis looks tidy and accessible.

On the inside of the first page at the bottom, please list your name, address, student number, telephone number, email address, academic programme and date (month and year), as well as the name of your supervisor and the number of pages of your thesis.

The thesis should be printed on single-sided paper, using 1,5 line spacing, a left margin of 3,5 cm and a reasonable font size (11 or 12 points). The thesis should be printed on A4 sized paper.

2.5 Completion of the thesis

2.5.1 Submitting your thesis

You must submit at least an electronic version of your thesis for the purpose of the plagiarism check. Consult the thesis manual for your programme or specialisation as to whether you need to upload your thesis in the Blackboard environment for the plagiarism check yourself or whether your thesis supervisor will do this.

Many supervisors would like to receive a printed copy also, sometimes a second copy for archiving by the department. Please check in advance whether this is required. You will also need to list the word count on the cover of your thesis. What you submit as the final version, will stay the final version, you will have submitted drafts during the supervision process (see also 2.2.4). Only in case of an insufficient grade, will you sometimes have an opportunity to revise the final version, but then in the form of a retake (see also 2.5.5). During the final thesis meeting you will need to bring your own copy of your thesis.

After submitting your thesis, you will set a date with your supervisor for your (final) thesis meeting.

2.5.2 Assessment

For the assessment of the thesis six criteria are distinguished:

- Research question
- Structure of argumentation
- Quality of argumentation
- Use of relevant literature
- Layout and presentation
- Independence in writing the thesis

These criteria have not been assigned a ‘weighting’. A mathematical approach would only lead to perceived rather than actual precision. Although for each criterion there is a description for grading, this would never provide more than mere indications. It is therefore not impossible that a thesis that scores a mediocre six for all criteria, may still be marked as insufficient.

The criterion ‘independence’ needs some further explaining. It is certainly not the case that when the number of meetings increases the score for independence decreases. It concerns the nature of supervision and the way in which the student incorporates feedback. Does this demonstrate independent thinking, and are you capable of doing something with the advice of your supervisor? Or do you copy the words of your supervisor blindly, without showing understanding on your part?

Assessment structure master’s thesis (included in electronic thesis assessment form)

	Research question	Structure of argumentation	Quality of argumentation	Use of relevant literature	Layout and presentation, readability	Independence
	<i>Is there a clear, workable and well formulated research question and is there a fitting assessment framework?</i>	<i>Does the argumentation address the research question in a meaningful and coherent manner; does the conclusion correlate to the research question; does it pay attention to new questions that may have arisen?</i>	<i>Is there an independent and adequate account of relevant arguments and viewpoints; are arguments counterbalanced through plausible (intermediary) conclusions; are concepts, arguments etc. contemplated in an adequate manner?</i>	<i>Has evidently relevant literature and jurisprudence been used so it does justice to the content; have new sources of information been found as a result of individual research?</i>	<i>Is the document easy to read through for example: - clear structuring of chapters and sections in line with argumentation; - Appropriate referencing; - readable style without spelling or grammatical mistakes?</i>	<i>Has the thesis come about via an ‘independent learning process’? An independent attitude should be evident not from the number of meetings, but from the nature of supervision, because for example:</i> <i>- The student asks questions only after preliminary work on his/her part;</i> <i>- The student is able to incorporate feedback independently and in his/her own words;</i> <i>- The student works independently on the basis of the agreed planning.</i>
6	Discussion and justification of the research question leave much to be desired.	The relation between the research question/argumentation/conclusion can indeed be followed, but is not entirely	Generally accurate and relevant, but hesitant, not highly analytical, remains close to the literature and/or case law	The most relevant literature and jurisprudence has been consulted; little or no further individual research	Following the argument requires effort on the part of the reader because the structure of the argument, referencing	Needed much help and support (in every phase of the writing process); limited independent preparation/elaboration of questions and/or of intermediary drafts,

		convincing.	used.	however; use of literature and jurisprudence is not incorrect but remains superficial.	and/or style and language leave much to be desired.	feedback offered incorporated with only limited independent thinking (supervisor is sometimes looking at 'own work'), and/or indications not followed adequately; also a lot of support needed with planning.
7	Clear research question.	Distinct intermediate steps lead to a well-founded conclusion.	Some independent thinking, attention to opposing views, but lacking academic depth.	The most relevant literature and jurisprudence has been consulted; some further individual research; use of literature and jurisprudence is adequate.	The argument is sufficiently readable, but would have benefited from better editing.	Amount and type of supervision conforms to 'independent learning process'; reasonably independent attitude through sufficient preparation/elaboration of questions and/or intermediary drafts; indications followed independently and adequately. Limited support needed with planning.
8	Clear, well motivated research question with an interesting assessment framework.	Well-connected intermediate steps lead to a well-founded conclusion.	Good, representative description of different arguments, thorough assessment in independently drawn conclusions; a first testimony of academic research.	Well documented piece on the basis of individual research for information, including comparative, historical legal and/or international sources; information used has been thoroughly utilised.	A well structured, and well designed discussion, with appropriate referencing, without stylistic, grammatical or spelling mistakes.	Amount and type of supervision conforms to 'independent learning process', independent attitude through thorough and decent preparation/elaboration of questions and/or intermediary drafts, indications never more than offering guidance and these were incorporated correctly. Little to no support needed with planning.
9/ 10	Clear, well motivated research	A compelling argumentation that is	New viewpoints, arguments and	Highly documented value using	(Also) in terms of structure and	Amount and type of supervision conforms to 'independent

	question with an interesting assessment framework. Original and innovative topic.	enticing from the research question through to the conclusion and that is convincing or leading to an interesting discussion.	considerations in a document that forms a sound basis for academic publication.	sources of information that are unusual or difficult to access.	layout undoubtedly publishable.	learning process'; attitude of an independent researcher; supervisor acts mostly as discussion partner and sounding board.
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2.5.3 The determination of the grade by the first and second reader and the final thesis meeting

In addition to your thesis supervisor a second member of staff conducts an independent assessment of your thesis. He or she also completes an assessment form, which is more or less the same as the above, except without the criterion ‘independence’. Only your supervisor is able to assess this aspect adequately.

Your thesis supervisor and second reader jointly determine the final grade. According to the examination rules and regulations this must happen within 15 working days. There are some exceptions: firstly, this term can be deviated from during the summer (1 July – 31 August), and during Christmas recess (not only Christmas itself but also the days between Christmas and New Year, and possibly the first days of January do not count as working days – see the annual academic calendar on the law school’s website for further information about the current academic year. In addition, there may be other exceptional circumstances – such as your supervisor spending a period of time abroad – leading to him or her not being able to assess your thesis within the term of 15 working days. It is therefore important to also make clear arrangements with your supervisor about the duration of assessment, in advance.

You will be given the grade for your thesis during the final meeting. At this moment your grade will have already been determined, so the final meeting is not a ‘defence’ that may still affect your grade. During the thesis meeting your supervisor will explain how your grade was determined on the basis of the thesis assessment form. Your supervisor will pass on your grade to the OIC student administration.

2.5.4 Exit questionnaire

At the end of the thesis meeting your supervisor will ask you to complete an electronic exit questionnaire, when possible at that time using an available computer, if not by sending you a link by email. The questionnaire contains questions about the supervision process and questions about the academic programme that were not covered in individual course evaluations. These questionnaires offer valuable information for academic programmes and the law school. The more students complete the questionnaire, the more representative and therefore more useful are the results.

2.5.5 Retake

A master's thesis may of course be assessed as insufficient. This may happen under the conditions listed below, which concern not only the quality of the thesis, but also the supervision:

- A final version was submitted which both the thesis supervisor and second reader found not to meet the minimum requirements for a grade of six (see the assessment form);
- The student had at least three meetings / opportunities for supervision with the supervisor, excluding the final meeting;
- The student had the opportunity to submit draft texts, on the premise that for each part of the thesis feedback was provided at least once (see 2.2.4).

Should the above conditions with respect to supervision not have been met, then the thesis the student handed in will not be considered to be the final version, and the student will be given an opportunity to make amendments one more time.

Please note: a final version cannot be amended. If a final version under the conditions listed above was awarded an insufficient grade, there is opportunity only for official re-examination. The insufficient grade for the thesis will be listed in uSis. When the result is insufficient the thesis may be retaken.

We wish you good luck in writing your thesis!