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Responsible for the question of fact: doc. Ing. Vítězslav Máša, Ph. D., Vice-Dean of FME

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DEAN'S INSTRUCTION NO. 9/2022

Assigning of final theses in the academic year 2022/2023

The instruction sets the dates of activities in the preparation of the assignment of final theses (diploma and bachelor's) at FME in the academic year 2022/2023. Partial tasks of directors, academic staff and students are described in detail in the manual Final thesis assignment: https://www.vutbr.cz/wiki/Zadavani_zaverecnych_praci.

The assignment of the final thesis is valid from the signature of the dean until the end of the study, unless changed. Only newly assigned entries are printed.

Deadlines

- **By September 12, 2022 - insertion of a sufficient number of preliminary assignments into the IS Teacher and their approval by the director of the institutes.** Other preliminary assignments can be added and approved continuously even after this deadline.
- **From September 19, 2022 to October 21, 2022 - display of preliminary assignments to students.**
 - Students electronically register the chosen assignment and then contact its guarantor as soon as possible.
 - The guarantor either assigns the assignment to the student or rejects his registration. In the second case, the student registers another preliminary assignment and repeats the procedure.
 - **Until June 30, 2023 - display of preliminary assignments to students of penultimate years of the follow-up master's study programme.**
- **Until October 21, 2022 - assignment of preliminary assignments and creation of assignments to registered students of final years of the bachelor study programme and the follow-up master's study programme.**
 - Final year students who will not be assigned a preliminary assignment within this deadline due to their own fault (e.g. due to their late registration), the preliminary assignment may be assigned by a decision of the relevant director of the institutes.
 - It is suitable (not necessary) for students of non-final years of NMSP to create an assignment.

- By **November 4, 2022** - **submission** of printed and signed by the director **assignments of bachelor's and master's theses to the study department of the Dean's Office, to Ms. Svobodová.**
 - Assignments signed by the Dean will be returned to the institutes immediately.
- By **December 16, 2022** - handover of assignments to final year students.
 - The director of the institute will ensure that the assignments are handed over to the students.
Each student of the last year must take over the assignment.

This instruction shall take effect on the date specified in the header.

Assoc. prof. Ing. Jiří Hlinka, Ph.D.
Dean of FME