



Contract: Project outside the course scope

Please read the enclosed guidelines before filling in the contract. (Version July 2014)

1. Personal information

Name: _____

KU username: _____ Phone: _____

Programme: _____

Level: _____ Specialisation: _____

2. Information about main supervisor

Name: _____

Department: _____

E-mail: _____

3. Information about the project

The project counts as: Restricted elective: ___ Elective: ___
(mark only one)

ECTS credits and 2,5 ECTS: ___ in block: _____ 7,5 ECTS: ___ in block: _____
placement of project:
(mark only one) 5 ECTS: ___ in block: _____ 15 ECTS: ___ in block: _____

If the project is carried out part-time in two blocks, please indicate in the table below which subject elements are taken concurrently with the project.

Course code	Couse title	ECTS credit

If the student wishes to complete the project outside the block structure due to academic reasons, an application must be submitted to the study board before the project is begun.

Exam form: _____

Assessment: _____ Censor: _____

Date of submission for the project report: _____

(two weeks before the exam week in the project's last block at the earliest)

4. The focus of the project

Title/topic of the project _____

Description:

5. Information about language

State in which language the project is prepared:

BSc students: Danish: ___ English: ___ Swedish: ___ Norwegian: ___

MSc students: English: ___ Danish: ___ (must be adequate to your programme)

6. Project outside the course scope as group project (to be filled in only if relevant)

Information about group members

Name: _____ KU username: _____

Name: _____ KU username: _____

Name: _____ KU username: _____

Information about project and exam

The project is prepared as a:

Joint report ___ Report with individual contributions ___

The exam is held as a:

Group exam ___ Individual exam ___

7. Information about supervision

The main supervisor and the student(s) must align their expectations for the project process with each other by providing the following information.

State the expected number of hours of supervision: _____

State how often you need to meet (prepare meeting schedule if needed):

State what is expected of the supervisor at the meetings:

State what is expected of the student(s) at the meetings:

Other:

8. Signatures

_____	_____
Date	Student
_____	_____
Date	Main supervisor
_____	_____
Date	Head of studies
_____	_____
Date	Head of department or deputy head of department

The project contract is administered and must be submitted at the responsible department.

The project must also be submitted at the department.

Guidelines for filling in project contract

1. Personal information

To be filled in by the student.

2. Information about main supervisor

To be filled in by the student.

3. Information about the project

The project follows the faculty's block structure, which means that the project is begun at block start like other courses and must be submitted and assessed within either one or two blocks depending on whether the project is carried out concurrently with other subject elements.

4. The focus of the BSc project

To be filled in by the student following initial talks with the project's main supervisor.

5. Information about language

To be filled in by the student following initial talks with the project's main supervisor.

6. BSc project as group project (to be filled in only if relevant)

To be filled in by the student(s) following initial talks with the project's main supervisor.

7. Information about supervision

To be filled in by the student(s) following initial talks with the project's main supervisor.

8. Signatures

The project contract must be signed by the persons mentioned in part 8.