

Checklist

Submission of the master thesis!

You need to submit the following:

The master thesis is to be delivered in **4 soft bound copies (5 in cases where there are 2 supervisors)**. Use the [NMBU front page template](#). Make sure it stands Norwegian University of Life Sciences, Faculty of Social Sciences, School of Economics and Business on the front page.

When you submit your thesis you first visit the Student Informataion Centre (SiT) where the thesis is registered and stamped. SiT gets **1** copy of your thesis. You hand the remaining **3** copies in at the reception of the School of Economics and Business (**4** if you have 2 supervisors; that is a total of 5 copies).

All students at NMBU are to [post their Master thesis in Brage](#). When you submit your thesis at SiT and at the School of Economics and Business you are to hand in a receipt that verifies that you have posted your thesis in Brage, at the same time.

You are also to fill in a **registration form for thesis submission** (submit with copy to Sit) and **declaration for submission of thesis** (submit with copies to the School of Economics and Business). The updated forms will be available via the following link soon (the old UMB version is there now): http://www.nmbu.no/sit_english/article/downloadable-forms-and-templates.

In cases when the thesis is confidential you fill in a form for confidential master thesis (http://www.umb.no/sit_english/article/downloadable-forms-and-templates).

The thesis must be submitted to the Students' Information Centre **by 15th of May at 15.00**. If the due date falls on a Saturday, Sunday or national holiday, the due date will be the next working day.

- **4 soft bound copies (5 in case where there are 2 supervisors).**
- **1 receipt from submission in Brage**
- **Registration form for thesis submission**
- **Declaration for submission of thesis**

Remember as well to book the time for printing of the master thesis. You can do it in SiÅS/Rotator or other following companies:

Andvord Grafisk AS Postboks 243 Alnabru 0614 Oslo	07 Gruppen AS Postboks 178 Økern 0509 Oslo	Follotrykk AS Raveien 2 1430 Ski
Tore Husbyn Mob: 22 72 66 00 Epost: Click here or here	Jon Våraker Mob: 22 79 95 28 Epost: Click here	Kjell el Tommy Mob: 6497 0800 Epost: Click here or here