



## *MSc. IN ECONOMICS THESIS*

### *Steps towards the thesis defense*

- 1) Student submits a master thesis proposal to the Director of the program – deadlines are May 1<sup>st</sup> of semester 2 and November 15<sup>th</sup> of semester 3 in the program.

This proposal must have been discussed with a potential supervisor who could be any teacher in the Master's program. The proposal should be organized around the following elements in order: thesis title, student's name, a short background on the topic with a brief literature review, the research question, methodology, data and key references. It should be maximum 3 pages long.

The scientific committee examines the proposal and can either approve, ask for revision or reject the proposal. In case of approval, the committee also formally assigns a supervisor.

**N.B. Any student who has not submitted a thesis proposal by the second deadline or whose thesis proposal is rejected by the committee cannot continue in the Master program.**

- 2) The student then works under the guidance of the supervisor and when the supervisor feels that the student is ready to defend, the supervisor should invite a second jury member to evaluate the dissertation. The supervisor, the second jury member and the student should all agree on a date for the defense. The defense is public and open to all.
- 3) Once the date is fixed and in order to make the announcement – **this should be done at least 10 days before the defense** - you must contact [Karen.longden@unige.ch](mailto:Karen.longden@unige.ch) and provide her with the following details :

- The title of the thesis
- Your name and student registration number
- Proposal of date and time of defense
- The name and affiliation of your thesis supervisor
- The name and affiliation of jury member.

Karen Longden will take care of booking a room and making the announcement. The student will receive the "Code de Déontologie" to be signed and returned to her. She will also send the grade sheet to the student for completion and the student should provide this grade sheet to the supervisor on the day of the defense.

After the defense, the supervisor and the jury member agree on a grade, complete and sign the grade sheet and return it to the GSEM Service Etudiants, Uni-Mail, office 3287A. The student is then requested to send the final thesis version as a .pdf file to Karen Longden.