

## REQUEST FOR BACHELOR'S/MASTER'S THESIS DEFERRAL

Student's name: _____	Student's surname: _____
Student's personal no.: _____	Faculty/institute: _____
Study programme: _____	
Thesis title: _____	
Thesis supervisor: _____	Department: _____
Scope of non-publication: <b>full Thesis</b> <b>attachments</b> <b>other – specify:</b>	
Duration of requested deferral after date of acceptance: <b>1 year</b> <b>2 years</b> <b>3 years</b> <b>4 years</b> <b>5 years</b>	
Reasons for requested deferral:	
<p><b>Material/information used in the Thesis was provided by an external company; the material/information is not currently intended for publication.*</b></p> <p><b>Material/information used in the Thesis is part of ongoing (contractual) research. The data are not intended for publication while the research is ongoing *</b></p> <p><b>Other reasons (provide justification on the reverse side of this form)</b></p>	
_____	
date, student's signature	

Opinion of the Thesis supervisor: <input type="checkbox"/> <b>Agree</b> <input type="checkbox"/> <b>Reject</b>	
Reasons for rejection *:	_____
date, signature	

Opinion of the head of department/institute: <input type="checkbox"/> <b>Agree</b> <input type="checkbox"/> <b>Reject</b>	
Reasons for rejection *:	_____
date, signature	

<b>Decision of the Dean of Faculty/Director of CTU Institute:</b>					
<input type="checkbox"/> I agree to defer the Thesis publication by:	<input type="checkbox"/> 1 year	<input type="checkbox"/> 2 years	<input type="checkbox"/> 3 years	<input type="checkbox"/> 4 years	<input type="checkbox"/> 5 years
<input type="checkbox"/> I reject this request.					
Reasons for rejection *:					
_____					
date	_____				
	signature				

\* You can provide detailed justification on the reverse side

## **REQUEST FOR BACHELOR'S/MASTER'S THESIS DEFERRAL**

### **Procedure for submitting the Thesis Deferral Request:**

- Deadline for submitting the student's request, including an attached consent of the Thesis supervisor, to the head of department/institute: no later than 30 days before the deadline for Thesis submission.
- The request, including consent of the head of department where the Thesis is to be defended, is then submitted to the Dean for decision (see Art. 4.1 of the Thesis Methodological Guideline).
- After the Dean's decision, the request is forwarded to the study department no later than a week before the Thesis defence date.
- The maximum length of Thesis publication deferral is five years (Sec. 47b of Act No. 111/1998 Coll.).
- If the Dean agrees with the deferral:
  - The study department officer sets the length of the publication deferral in accordance with the Dean's decision (see Art. 4.1 of the Thesis Methodological Guideline) and uploads the Dean's decision to the IS KOS.
  - The IS KOS sends a notification email to the student
- If the Dean rejects the deferral:
  - The study department officer notifies the student, the Thesis supervisor and the head of department/institute by email and adds the request to the student's file.

### **Justification for the thesis deferral by the student:**

### **Justification of the rejection by Thesis supervisor/Head of the Department/Dean of the Faculty/Director of the Institute\*):**