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Utrecht University Student Award Regulations, Best Master's Thesis category (2018-2019)

1. The jury will evaluate only Master's theses assessed at Utrecht University between 18 May 2018 and 31 May 2019 and written by authors who were registered as a student at Utrecht University between 18 May 2018 and 31 May 2019.
2. Participants are presumed to be familiar with and agree to these regulations.
3. A minimum mark of 8.5 must have been awarded for the theses submitted.
4. The thesis must be submitted in its original and graded form.
5. The thesis submitted must be accompanied by a statement from the Director of Education or the Research Director of the Master's programme for which the thesis was written. Only one thesis can be submitted per Master's programme.
6. All nominations must be made before 1 June 2019, complete with the required appendices, by e-mail in one pdf-file (onderwijsonderzoek@uu.nl), plus four hard copies sent to UU Corporate Offices, Student and Academic Affairs Office, attn the Student Awards Jury, Best Master's Thesis category, Postbus 80125, Heidelberglaan 8, 3508 TC Utrecht. Incomplete nominations will not be considered. Those who submit nominations will receive confirmation of receipt.
7. Submissions must include the following details which must be filled out in a [standard form](#):
 - Name, telephone number, e-mail address
 - Name of the Master's programme, (planned) graduation date, title of the thesis and the grade
 - Names and titles, telephone numbers, and email addresses of the Director of Education or Research Directors and the thesis supervisors.
8. The submission must include the following appendices:
 - A letter of recommendation, stating why the thesis meets the criteria of academic quality and originality.
 - A summary of the thesis of max. 2 A4 pages, written by the student and understandable to the layman, either in Dutch or in English.
 - A curriculum vitae for the nominated candidate of max. 2 A4.
9. Nominations will not be returned to the sender.
10. The nomination must be written in Dutch or in English.
11. The jury may deviate from the above if a substantiated request is submitted to that effect.
12. The jury will assess the nominations and determine a maximum of four candidates, including the winner. The jury may seek advice from external experts.
13. Submissions are assessed for their academic quality and originality.
14. The winner will receive an award which consists of a certificate and €1,500.
15. There will be no correspondence regarding the jury's decision.
16. The results will be announced during the Opening of the Academic Year (2019-2020). The candidates and Directors of Education and/or the Research Director will be informed in advance of candidacy. The results will be published on the UU-website.
17. All cases not provided for by these regulations will be decided by the chairman of the jury.
18. By entering this competition participants agree to the following:

1. submitted theses will be seen and read by employees of the central administration team, members of the jury and potentially future members of the jury
2. details of participants, as entered into the standard form, will be processed by the central administration team in order to support the selection procedure
3. submitted theses will be kept for future reference for a maximum of 3 years after the winner of the competition has been announced.

For any further questions regarding how we use and process details please feel free to contact the secretary of the Master Thesis Award (Fee Romein) via h.a.z.f.romein@uu.nl