**What is an M.Sc. or Ph.D. exam?**

A final exam is held at the end of studies for an M.Sc. or Ph.D. degree (with thesis). The student’s written work (master or doctorate thesis), summarizing their achievements during the course of their studies, is placed before the examiners.

**The exam**

During the exam, the examinee usually presents their work in brief and the examiners discuss the work and ask questions. At the end of the examination it is determined whether the student will receive the degree and whether the student needs to make any corrections to the thesis. In a master’s examination, the examination grade is also determined.

**Submission of thesis**

The thesis must include an abstract; a broad introduction to the research topic and to the existing knowledge in the field; details of the student’s contributions to the field; and a bibliography. An abstract in a second language should also be included: in Hebrew if the thesis was written in English, and in English if it was written in Hebrew. The thesis is to be submitted to the Graduate School. Submission is possible only if the list of examiners has already been approved; the student has completed all their obligations; the student has received a grade in all the subjects studied, with an average of 75 or above (including all the compulsory subjects and subjects from the list of groups, if required); and the student has given the seminar lecture at least two weeks previously (and not more than one year previously).

Please note: students for whom a deadline for submission has been set are asked not to delay submission beyond the last working day of the last month for submission. Late submission, even if it is only delayed to the first day of the following month, is liable to incur the payment of tuition fees for an additional month (for example, when the scholarship has ended or is ending in the last month for submission), or to create other problems depending on the specific case. Sometimes the Examiners Committee is only approved during the last few days before the deadline. In this case, it must be ensured on the deadline if it was approved (this appears in the student’s transcript under Date of Examiners’ Approval). If so, the thesis must be submitted on time. If the Committee has not yet been approved as of the deadline, please contact the Graduate Studies Coordinator at the Faculty to clarify the matter. It is recommended that students confirm that the Committee has been approved at least one month prior to submission, and that the request for approval of the Committee be forwarded to the Graduate Studies Coordinator at the Faculty by the supervisor at least two months prior to the scheduled submission. The prototype in LaTex or other prototypes may be used in writing the thesis.

**Submission of a final version of the thesis**

Following confirmation that the student has passed the exam, a final electronic version of the thesis must be submitted to the Library and to the Faculty website, and Checklist and Deposition of Theses forms must be completed.

Final authorization to the Graduate School is given in the Faculty Library, and in order to obtain it the following actions must be followed:

1. Prepare a PDF copy identical to the printed copy of the thesis (full, including the Hebrew abstract and title pages), and upload it to the Faculty website; and also:

2. Send the PDF copy to the Library Director, Ariella Weinstein: [ariella@cs.technion.ac.il](mailto:ariella@cs.technion.ac.il).

3. Complete the Faculty Checklist, including obtaining the supervisor’s signature confirming online publication of the thesis (according to the demand of the Graduate School, the computerized form must be completed before printing it and submitting it for the supervisors’ signatures).

5. Scan the forms and send them to Ariella Weinstein: [ariella@cs.technion.ac.il](mailto:ariella@cs.technion.ac.il), or bring them to the Library.

6. Go the Faculty Library and from there close the reader’s account at the Central Library.

7. A student who passed the final exam and is required to make corrections to the thesis will submit, together with the authorization from the supervisor/examiners, a list of the corrections made after the examination. The list of corrections will be submitted to the Final Stages Desk, after it has been signed by the supervisor/examiners and attached to the authorization of execution of corrections.

**Receipt of degree**

The degree award ceremony is held in May or June, provided that all the administrative actions have been completed by the deadline toward the end of March (if not, the certificate will be awarded at the following year’s ceremony).