

## To the commissioner of a Bachelor's thesis

Thank you for your valuable contribution to our student's Bachelor's thesis project.

Bachelor's theses completed in collaboration with a business enterprise or another party external to the university always aim to meet the objectives set by the collaborating partner as well as the objectives for an academic final thesis. To let you know what to expect of the project, this letter introduces you to the special features of a Bachelor's thesis.

Objective of the thesis	A Bachelor's thesis is an academic final thesis that is prepared at the end of Bachelor's studies. It enables students to apply the knowledge and skills they have acquired during their Bachelor's studies to carry out a specifically delimited assignment. The assignment may be e.g. to define or solve a problem for a corporate employer.
Topic of the thesis	The employer's wishes and objectives are a starting point for defining the topic of the thesis. However, the definition of the topic is finalised by the employer, student and academic supervisor together.
Contents of the thesis	In addition to a practical section that serves the purposes of the commissioning company, an academic final thesis always includes a theoretical section that examines the phenomenon. The contents of a Bachelor's thesis is not equivalent to that of the much more extensive Master's thesis or a report by a consulting firm. Bachelor's theses may include literature and other reports and information retrievals, development assignments, interviews and planning work.
Scope and schedule of the thesis	A Bachelor's thesis corresponds to roughly seven weeks of work. The work may start as agreed between the employer and student as long as the student fulfils the academic requirements for the thesis and has a thesis supervisor at the university. The typical time to start the thesis project is early autumn or at the beginning of the year when Bachelor's thesis seminars start in the university's degree programmes.
Publicity of the thesis	Bachelor's theses are public-access documents. In other words, the university publishes all approved Bachelor's theses.
Student's supervision and fee	The university appoints an academic thesis supervisor to the student. The employer's contact person supports the student especially in the definition of the assignment. Bachelor's thesis projects are usually free of charge for the employer. However, the recommendation is that the employer covers direct expenses related to the performance of the work.

For more information on the Bachelor's thesis project, please contact the academic supervisor of the thesis.

Jaana Sandström  
 Vice Rector, Education