

## **Preparation steps for the defense of bachelor diploma projects**

1. Get credit for the Practice. Provide a part of the diploma project thesis in the report on the Practice (what exactly should be provided is determined by the Head of the Practice from the department). The evaluation of this material is performed by your supervisor and the Head of the Practice from the department.
2. The Order on admission of students to the certification and approval of topics and supervisors of diploma projects is approved by the Rector's Office after receiving credit for the Practice.
3. To admit a student to the Defense of the diploma project, it is necessary to pass the Plagiarism test. This requires:
  - 3.1. Get the conclusion from your supervisor on the successful completion of work on your diploma project and the implementation of all items of the task. Your supervisor makes the corresponding mark in the Plagiarism check system.
  - 3.2. Pass the Normative control. The Normative control must be completed 2 weeks before the date of the Defense of the diploma project by the student. Dates of the Defenses and assignments of students to the ECs will be on the website of the department after the approval of the Rector's Order on the schedules of the Defenses at the university. If the Normative control is passed, then the corresponding mark is made in the Plagiarism check system.
  - 3.3. Only after the passing the 3.1 and 3.2 items the diploma project thesis is checked for plagiarism.
4. If student diploma project thesis successfully passed the Plagiarism test, then the student can print the project thesis, create hardcover, get the Feedback from his or her supervisor and the review.
5. The diploma project thesis, the feedback from the supervisor and the review the student is obliged to deliver to the department in any way a week before the official day of the Defense. (In case of impossibility to deliver the whole list of documents personally, the student will be provided with postal details for sending documents at his or her own expense).
6. After receiving the documents listed in the item 5 and checking them by the Head of the EC and the Head of the department the student may or may not receive admission to the Defense.
7. In the absence of the review, feedback and diploma project thesis the decision to expel a student is made at a meeting of the department.
8. The schedule of the Defenses must be strictly observed. Deviation from the schedule is possible only with the consent of the Head of the EC.

**DATES OF PREPARATION FOR DEFENSE AND DEFENSES (according to Haka3 HY/71/2022 of 10.05.2022 24.03.2022 not yet published on document.kpi.ua).**

1. The feedback from your supervisor (the item 3.1) must be received and the Normative control (the item 3.2) must be passed from 6 to 11 June 2022 or earlier.
2. The documents must be delivered to the department from 13 to 18 June 2022 or earlier.
3. The Defenses take place from 20 to 25 June 2022.