University of Cologne

School of Management, Economics and Social Sciences
Accounting Area - Controlling
Prof. Dr. Carsten Homburg

Information Sheet on the Combined Examination Format

(*As of October 2025*)

- The final thesis will henceforth be a combined examination consisting of two elements: the progress document and the thesis. Both must be submitted together within the deadline specified in the applicable examination regulations.
- The progress document takes the form of an exposé, which should not exceed 2 pages for Bachelor's students (or 4 pages for Master's students).
- The exposé is based on a supervisory meeting, which is recorded in writing. This record will be made available to the students within three working days. The record serves both as proof that the meeting took place and as documentation of its content, as well as a basis for preparing the exposé.
- The date of the supervisory meeting (which forms the basis of the record) must be arranged before the thesis is officially registered, with the exact timing determined individually by the supervisor and the student.
- To prepare for the meeting, students must create an outline, which may include subordinate questions.
- To ensure that the supervisor can adequately prepare for the meeting, the submission deadline and requirements for the outline will be communicated along with the meeting confirmation.
- As the supervisory meeting takes place at an early stage of the thesis process, its content primarily concerns the outline, research question, and literature review.
- The meeting results in feedback and suggestions that the student should consider during further work on the thesis. It is important that both the exposé and the thesis demonstrate engagement with the feedback received during the meeting — i.e., they should reflect the consequences drawn from the meeting record and, where applicable, revisions to the presentation used in the meeting.
- After submission of both the Bachelor's or Master's thesis and the exposé within the deadline set by the examination regulations, the examiners will receive both elements from the examinations office for assessment. Since this is a combined examination, both components must be passed to complete the final thesis module. The thesis is graded on a differentiated scale (a grade), while the progress documentation is assessed as "pass" or "fail".