

Thesis FAQ

PDF Thesis File Name

Question

How should I name the PDF file of my thesis?

Answer

As indicated during the final upload of the thesis file on S3, the final PDF file must be named using the following format: "first name + last name + student ID number".

If the file is accidentally uploaded with a different name, this will not cause any issues, as the Office will ensure that the thesis is correctly matched to the corresponding student.

Date: 21 October 2021

Title Page

Question

I cannot find the title page template. Where can I obtain it?

Answer

There is no predefined template for the title page.

However, the cover page must include:

- the name of the University (University of Milano-Bicocca)
- the name of the Department (Department of Psychology)
- the name of the Degree Programme
- the thesis title
- the student's full name and student ID number
- the supervisor's full name
- the academic year
- the University logo

Further information on the structure of the thesis is available in the "Guide to Writing the Degree Thesis".

Date: 10 January 2022

Withdrawal of Supervisor Assignment Without a New Supervisor

Question

I would like to withdraw from my current supervisor, but I have not yet found a new one. I am also considering submitting a request for an officially assigned supervisor. Should I still proceed with the withdrawal request?

Answer

No. A request to withdraw from a supervisor must be submitted simultaneously with the request for a new supervisor, regardless of whether the new supervisor is identified directly by the student or assigned by the University.

Date: 20 April 2021

Withdrawal of Supervisor Assignment**Question**

I have been assigned an official supervisor, but another faculty member has agreed to supervise my thesis. Do I need to submit a withdrawal request through the online form?

Answer

Yes. You should submit a new supervisor assignment request by selecting the option "Request to change a previously assigned supervisor." This option allows you to withdraw from your current supervisor while simultaneously requesting the new one.

Date: 12 December 2025

Information on the Thesis Discussion and Presentation Slides**Question**

I have not been able to find any detailed information on the University's website or e-learning platform regarding the online thesis discussion or the deadlines and procedures for submitting presentation slides (submission window, email address, etc.).

Answer

The Office will contact all candidates by email in due course and provide detailed instructions.

Date: 20 October 2021

Supervisor Assignment**Question**

I already have a supervisor assignment form signed under the previous Thesis Regulations, which I was supposed to submit during the first available application period. What should I do?

Answer

During this transition period, you may simply complete the online supervisor assignment application and upload the form that has already been signed.

Date: 15 February 2021

Problem Accessing the Online Form**Question**

When I click on the link to complete the supervisor assignment form, I receive the message: "Sorry, unable to open the file at this time. Please check the address and try again." What should I

do?

Answer

You may try one of the following:

- sign in using your campus.unimib.it account (if you have not already done so), or alternatively use an anonymous/incognito browsing session;
- use a browser other than Internet Explorer (e.g. Chrome or Edge).

Date: 15 February 2021