

MASTER'S DEGREE PROJECT

Here we have gathered information that is good to know when planning your Degree project.

Note, It is not possible to apply for our Degree projects at master's level as independent/freestanding courses. They are only accessible for students that are admitted and registered to one of the Master's programmes at the Department of Physical Geography, or Master's Programme in Globalization, Environment and Social Change (Department of Human Geography).

Documents and links referred to in the following text can be found on our website:

www.natgeo.su.se

1 Application and registration

Within our master's programs you apply to the degree project course (thesis course) either via antagning.se/universityadmissions.se or exjobb@natgeo.su.se. It depends which programme you belong to.

The courses available for you as a master's student, depending on which programme you are taking:

- [Geography, Degree Project, 30/45/60 credits](#)
Master's Programme in Globalization, Environment and Social Change (at the Department of Human Geography)
- [Environmental Science and Physical Planning, Degree Project 30/45/60 credits](#)
Master's Programme in Environmental Management and Physical Planning
- [Degree Project in Physical Geography and Quaternary Geology, 30/45/60 credits](#)
Master's program in geomatics with remote sensing and GIS/ Hydrology, hydrogeology and water resources/ Polar landscapes and Quaternary climates/ Landscape ecology

1.1 Master's Programme in Environmental Management and Physical Planning

You will take the course Environmental Science and Physical Planning, Degree Project, the standard setup is a 30 credit course during term 4. You apply via universityadmissions.se (or antagning.se) already during term 3, no later than October 15. You will register yourself on the course through webb registration in Ladok before the course starts. During the first course week, you will write your project plan and hand it in to your programme responsible and exjobb@natgeo.su.se.

1.2 Other Master's Programmes

If you belong to one of these Master's programmes you will be taking the course "Degree Project in Physical Geography":

- Master's program in Geomatics with remote sensing and GIS
- Master's program in Water resources
- Master's program in Polar landscapes and Quaternary climates
- Master's program in Landscape ecology

If you belong to these Master's programmes you will be taking the course "Geography, Degree Project":

- Master's Programme in Globalization, Environment and Social Change (at the Department of Human Geography)

Before starting your degree project you need to have been in contact with your programme responsible. Your degree project consists of a 30, 45 or 60 credit course during the last semester/-s of your studies. In order to be able to apply for the course, you have to start by contacting your programme responsible, get a supervisor appointed and fill in the project plan template together with your supervisor. You also need to have your project plan approved by your programme responsible. (se Projektplan och uppsatssmall). After that you can apply to the course by sending your approved project plan to exjobb@natgeo.su.se, no later than deadline. You register yourself via Ladok after receiving confirmation on admission to the course.

Application deadlines:

- 15 May (start during summer)
- 15 August (start during autumn)
- 15 December (start during spring)

Note: If your application is sent in after deadline, we cannot guarantee you a place on the course starting on the date of your application.

1.3 Information for students that are required to pay tuition fee

If you apply for a course running over more than one term, your tuition fee (if applicable) need to have been paid for both terms in advanced. Discuss possible setups with exjobb@natgeo.su.se more than 3 months before applying to the course. Alternatively choose a degree project running over one single term.

1.4 Course instances

We have set course dates for the degree projects. You cannot choose freely but we have many different setups available so you should be able to find a time period suitable for your planned project. The course instances (degree project course dates) available for you as a master's student at the department can be found in Appendix A.

Fill in the dates applicable for your course instance in your project plan before sending it to exjobb@natgeo.su.se.

1.5 Individual course setup, insurance and field work

Course instances or course dates that diverge from our regular setup can only be offered after discussion with programme responsible and degree project coordinator at exjobb@natgeo.su.se. If you have questions regarding this, contact programme responsible early in the semester preceding your planned start.

As a student at Stockholm University you are insured during your studies. This assumed that you are registered on the course in question. Never start a course before the registration is finished, especially when going on fieldwork!

1.6 Degree Projects abroad and insurance when going abroad

When writing your degree project at the Department of Physical Geography you might have the possibility to complete parts of the course abroad.

Study abroad

When going abroad for fieldwork during your degree project, you must be registered on the course and your supervisor needs to reserve a "Student UT-försäkring" (insurance) from Kammarkollegiet before you travel. Your supervisor is responsible for this but you must check that it is done before leaving.

2 Project plan and template

The student fills out a project plan together with their supervisor, the template can be found on our web page. Send the project plan to the program responsible and exjobb@natgeo.su.se. Information for Mac-user: Open the contract using [Adobe Reader](#), then save it. This will produce a pdf-file that can be read also by PC-users.

Degree projects at the department must be formatted according to the department template, found on the department webpage.

3 Grading criteria

Grading criteria for Degree Projects at the Master's level can be found on our department webpage or handed out by your supervisor or examiner.

4 Computer labs and software

As a student you have the possibility to use the department computer labs and softwares, when the rooms are not booked for other courses. You also have the possibility to download and use the software's available for students at SU [Software for students](#), on your own computer. For larger GIS projects or projects with large amounts of data there is a limited possibility to use the computer lab on floor 3 ("exjobbarrummet").

Instructions to get access to computers and softwares can be found on our department web page.

5 Supervisor, supervision and subject

When you write your thesis, you have a supervisor. For degree projects at the department, subjects and supervisor are discussed with and decided on by the program responsible. From the program responsible, you will also get information about who will be your examiner and assessor.

You often have the opportunity to influence an essay topic. If you have one or more subject suggestions yourself, you can discuss these with the program responsible.

The number of supervision hours is regulated in the course syllabus and supervision is only given within the planned course time. If the work is performed at an external workplace outside the department, supervisors must be present both at the department and at the workplace. The department does not pay compensation to external supervisors.

6 Examination and presentation

The student communicates with the supervisor and examiner to decide on a preliminary submission date and preliminary presentation date. The supervisor should have approved the thesis for presentation before the student submits the thesis to the examiner. After agreeing on a date with your supervisor and examiner, you can book a time / room for presentation. Presentations can be made on campus or digitally on zoom, discuss the alternatives with your supervisor and examiner before booking.

- Your examiner may need your degree project for up to 2 weeks to have time to read your degree project. Therefore, also contact your examiner to get information when you will submit your final version.
- During the summer (mid-June to mid-August) no presentations are normally booked.
- Presentation room is booked by you through contact with lokaler@natgeo.su.se. Announce your name, course and essay title as well as the day, time and name of the supervisor when booking.
- Before the presentation, you as a student must check that the technology works. Take e.g. with own adapter for Mac. The presentation should take a maximum of 30 minutes and is distributed as follows: about 20 minutes presentation and time for questions.
- If you present via zoom, your supervisor can help with invitation and Zoom-link.

7 Archiving and publication in DiVA

After presenting your thesis and handing it in to the examiner, they have 15 workdays for the examination. The examiner thereafter notifies you of your grade via e-mail, the grade is then reported in Ladok.

Together with the grade, the examiner will hand in an archive copy of your thesis to the student administration. This file will then be processed for digital archiving and receive a serial number. As a student you will receive this file back via e-mail and will then have three options. Publish the file on DiVA in total, only publish the abstract or choose not to publish at all. Publication in DiVA is only allowed for theses following the department template.

[Publication in DiVA](#)

8 Application for Degree certificate

When you have finished your studies and want to apply for the award of a qualification, you should apply to receive a degree certificate (diploma).

[Degrees](#)

9 Contact

Degree project coordinator, exjobb@natgeo.su.se.



Set course dates study year 2024/2025

Here you will find dates for available course instances starting during the study year 2024/2025 (including summer 2025). For guidance on placement for term periods (a-d) see image earlier in document, talk to your supervisor or contact exjobb@natgeo.su.se.

Degree Project in Environmental Science and Physical Planning, 30/45/60 credits (GE9026, GE9029*, GE9030*) (Apply via antagning.se or [university admissions.se](http://university.admissions.se))

Course	Start	End	Break	Comment
GE9026	2025-01-20 (vt)	2025-06-09	-	
GE9029				Only by appointment*
GE9030				Only by appointment *

Degree Project in Physical Geography and Quaternary Geology, 30/45/60 credits (GE9009, GE9010, GE9011) (Apply via exjobb@natgeo.su.se)

Course	Start	End	Break	Comment
GE9009 30 hp	2024-09-02 (ht)	2025-01-19		
GE9009 30 hp	2025-01-20 (vt)	2025-06-09		
	2025-09-09 (ht)	2026-01-18		
GE9010 45 hp	2024-09-02 (ht)	2025-03-23		
GE9010 45 hp	2024-09-02 (ht)	2025-06-09	Break period c-b (2024-11-04 - 2025-01-19)	
GE9010 45 hp	2024-11-04 (ht)	2025-06-09		Start summer 2025
GE9010 45 hp	2025-06-10 (st)	2026-01-18		Start summer 2025
	2025-06-10 (st)	2026-02-18	Break (2025-07- 20-2025-08-31)	
GE9010 45 hp	2025-07-20 (st)	2026-02-18		Start summer 2025
GE9011 60 hp	2025-09-01 (ht)	2026-06-07		
GE9011 60 hp	2025-06-10 (st)	2026-03-22		Start summer 2025
GE9011 60 hp	2025-06-10 (st)	2026-05-03	Break (2025-07- 19 -2025-08-31)	Start summer 2025
GE9011 60 hp	2025-07-20 (st)	2026-05-03		Start summer 2025

Geography, Degree Project, 30/45/60 credits (GE9020, GE9021, GE9022) (Apply via exjobb@natgeo.su.se)

Course	Start	End	Break	Comment
GE9020 30 hp	2022-08-29 (ht)	2023-01-15		
GE9020 30 hp	2023-01-16 (vt)	2023-06-04		
GE9021 45 hp	2022-10-31 (ht)	2023-06-04		
GE9022 60 hp	2022-08-29 (ht)	2023-06-04		

* Only individual setups available. Contact Programme responsible and exjobb@natgeo.su.se for more information.