N-MB-Information sheet BSc Thesis BL

Zürcher Hochschule
für Angewandte Wissenschaften

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Life Sciences und Facility Management

Stabsbereich Bildung

Guidelines for the Bachelor's Thesis in the 6th Semester Biomedical Laboratory Diagnostics Bachelor Degree Programme

1. Scope

The Bachelor's thesis is worth 15 ECTS credits, which corresponds to a workload of 450 hours. The prerequisites for starting the Bachelor's thesis are that 120 ECTS credits must be achieved, and the project work must be successfully completed. Students who do not have to complete as many ECTS credits must ensure they have completed 30 ECTS credits from the mandatory modules as well as the project work.

2. Correction

The supervision, correction, and grading of the Bachelor's thesis are carried out by two or three correctors. The first corrector is a member of the teaching staff (lecturer) at the ZHAW LSFM. They are responsible for the final determination of the topic and ensuring the correct execution of the thesis.

In the case of any external Bachelor's theses within a transitional period, the second corrector may be a person with a degree in Biomedical Analysis from a higher technical college (BMA HF), preferably with an additional qualification in a higher technical examination.

The topic of the Bachelor's thesis should be subject-related. Working on practical problems is encouraged. The thesis typically includes a practical component. Lecturers will provide input on the topic selection.

Once a topic has been set, students work on the written assignment in consultation with their supervisors: This includes:

1. Student's Name

2. Year of Study

3. Title

4. Note 'Confidential'

5. Field of Study

6. Names of the Correctors

7. Task Description (initial situation, objectives, provisional table of contents or mind map, additional contract details)

8. Formal Requirements (including ethical considerations if applicable)

9. Timeline including Milestones

10. Submission Date

11. Comments

12. Place of Work

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The task description, signed by the students and internal correctors, will be forwarded to the Academic Office for registration. Should any changes occur, such as a change of corrector or title, an updated form must be submitted to the Academic Office.

3. Important Dates

Task Description	Biomedical Laboratory Diagnostics
Suggested topics are announced	from CW 49
Students submit topic selection	from CW 3
Students are allocated topics	CW 5
Task submission	CW 12, Friday
Start of bachelor's thesis	CW 15, Monday
Submission deadline for bachelor's thesis	CW 27, Thursday, 12.00 PM

Submission Guidelines

The following number of copies must be submitted:

− For each corrector: one bound copy or one USB stick as agreed upon with the corrector.

− Digital submission of the thesis by email to the Academic Office and to the supervisor.

− For the archive: submit 1 USB stick for archiving purposes to the Academic Office. Submission in person or by mail.

− For the library (for non-confidential theses): 1 digital version (PDF document).

If the Bachelor's thesis is sent by mail (USB stick for archiving purposes), the date and time of the postmark will apply. The postal address is:

ZHAW Zurich University of Applied Sciences
Life Sciences and Facility Management
Academic Office Reidbach
Einsiedlerstrasse 31
P.O. Box
8820 Wädenswil

In addition to the written thesis, the following tasks must be completed, which will also be factored into the grading:

Oral Examination – This can also take the form of an oral presentation of the thesis in a colloquium or in front of a committee of the relevant parties (see Section 8).

Poster

A template must be submitted in electronic form and as a printed A4 version.

As an alternative to the poster, it can be agreed in writing with the correctors that a website will be created or a publication for a professional journal will be written.

4. Extension of the Submission Deadline and Change Requests

In justified cases (technical, illness, military service, etc.), the submission deadline can be extended. A request for an extension must be submitted no later than 14 days before the set submission date.

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Students must submit a formal request for an extension to the programme director. The request should include the reason for the request, any necessary documentation (e.g., medical certificate), and a proposed new submission date. Students should discuss the request with the first corrector. If the corrector supports the request, he/she will sign the request and forward it to the programme director for a decision. If necessary, the programme director may consult the Head of Education.

The programme director will forward the signed original to the Academic Office. The students and correctors will be informed of the new submission date and time via email by the Academic Office.

All other change requests (e.g., title changes, adjustments to the task description, etc.) must also be submitted in writing.

5. Submission Guidelines, Submission Time, Late Submission

The submission time on the due date is 12 noon at the counter of the Academic Office in Grüental or Reidbach. Submissions must be made on time. Theses submitted late will only be corrected if a written explanation for the delay is provided. In the case of a justified, slight delay, a grade deduction may be decided upon. The decision lies with the first corrector and the programme director. If sent by mail, the date and time of the postmark apply.

6. Oral Examination

The oral examination is organised directly by the candidates. They may delegate the organisation to the correctors.

An oral exam consists of at least a 30-minute conversation per candidate with the first and second correctors, or a presentation or discussion with the client, where the first and second correctors are also present.

7. Grading

The grading is based on the evaluation criteria specified by the programme director. The bachelor's thesis is part of the overall grade (without weighting).

For the performance evaluation of the bachelor's thesis, students are permitted one chance to make improvements if the overall grade of the thesis is between 3.5 and 3.9. Successful revision will result in a grade of 4.0. The bachelor's thesis is considered a 'fail' if the final module grade of 4.00 is not achieved. To complete the performance evaluation, a new bachelor's thesis must be written. Registration for the second attempt must be submitted by the student to the Academic Office within the deadline.

8. Structure, Presentation

Refer to the [Guidelines for completing student assignments in the field Life Sciences](#).

9. Plagiarism

Plagiarism violates the fundamental rules of academic work. The definition of plagiarism and its consequences can be found in the [Information sheet on how to avoid plagiarism](#) and [Use of generative AI for graded assignments](#).

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10. Use of the Bachelor's Thesis, Storage, Confidentiality

Theses containing confidential information may be treated as 'confidential' after consultation with the correctors. The word 'CONFIDENTIAL' must be displayed on the title page. Such theses will be securely stored by the ZHAW LSFM and will not be accessible by the public. The author, correctors, and any other individuals involved in the thesis must treat all information confidentially.

Regarding the possible use of results, distribution of the entire thesis to third parties, or publication of the thesis by third parties, refer to the [Instructions for using the results from student assignments](#).

11. Instruction Documentations

The original German version of the regulations can be found here:
[N_MB_Merkblatt Bachelorarbeit BL.pdf](#)

11.1 Instruction Metadata

Betreff	Inhalt
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Beschlussinstanz	Leiter:in Stab
Themenzuordnung	2.05.00
Publikationsart	Public

11.2 Instruction Version History

Version	Beschluss	Beschlussinstanz	Inkrafttreten	Beschreibung Änderung
1.0.0	01.09.2024	Leiter:in Stab	01.09.2024	Originalversion
1.0.1	-	-	-	New Filename/Link, 28.02.2025
1.0.2	-	-	-	Anpassungen der Verlinkungen, 17.03.25