

PROCEDURE FOR SUBMITTING / UPDATING THE DIPLOMA THESIS TITLE / SUBJECT

SUBMISSION FORM

STUDENT:

1. agrees on the title of the diploma thesis with the supervisor
2. downloads the thesis title/subject submission form: [Student affairs - Vistula School of Hospitality](#)
3. fills in the form - indicating whether it is a new application or data update (in case of title change)
4. logs into USOS
5. in the tab for students on the left selects: APPLICATIONS
6. selects: NEW APPLICATION
7. selects the type of application - No. 5 is dedicated to this matter
8. writes the application, attaches the completed application form
9. sends the application

(the application is forwarded to the promoter, and after its approval, is sent to the Programme Director for approval, and then sent to the Dean for final approval)