

APPROVED

by the Faculty of Bioeconomy Development in the Meeting of the Council of VMU Agriculture Academy on 21 April 2021 (protocol no. T12/2021)

(VMU Agriculture Academy Faculty of Bioeconomy Development council meeting on 22 March 2023, protocol no. T27/2023 edition)

(VMU Agriculture Academy Faculty of Bioeconomy Development council meeting on 17 September 2025, protocol no. T-33/2025 edition)

DESCRIPTION OF SPECIAL REQUIREMENTS AND PROCEDURES FOR THE PREPARATION AND DEFENCE OF THE MASTER'S THESES OF THE FACULTY OF BIOECONOMY DEVELOPMENT OF THE ACADEMY OF AGRICULTURE OF VYTAUTAS MAGNUS UNIVERSITY

I. GENERAL PROVISIONS

1. The Description of Special Requirements and Procedures for the Preparation and Defence of Master's Thesis of the Faculty of Bioeconomy Development of Vytautas Magnus University (hereinafter - the University), the Academy of Agriculture (hereinafter - the Academy), the Faculty of Bioeconomy Development (hereinafter - the Faculty), establishes the specific requirements for the Master Thesis to be prepared at the Faculty, for the students who prepare the Master Thesis, and for the other participants of the process of preparation and defence of the thesis, and the procedures for the Master Thesis preparation and defence.
2. The description has been prepared in accordance with the University's Study Regulations and the General Procedure for the Preparation and Defence of Final Thesis, as well as with the accumulated experience in the preparation and defence of Master Thesis at the Faculty.
3. The purpose of the description is to create conditions for the transparent and high-quality preparation and defense of Master Thesis, linking them to students' academic rights, the nature of the study programs offered by the Faculty, their targets, and the expected learning outcomes.
4. Master's Thesis – a final written study assignment for a master's programme, which, through its independent preparation and defence, demonstrates the student's ability to solve scientific or practical problems defined in the study programme and to acquire other competences provided for in the study programme. When the Master Thesis is of a scientific nature, it must be aimed at identifying and solving a scientific problem; when the Master Thesis is of an applied nature, it must be aimed at identifying and solving a practical problem.

II. REQUIREMENTS FOR MASTER'S THESIS AND THEIR PREPARATION

5. The preparation of Master Thesis starts with choosing a thematic for the thesis and appointing a supervisor.
6. Lists of the thematics of Master Theses are prepared by the Study Programme Committees considering the thematic directions of the scientific activities carried out at the Faculty, the nature of the study programmes, the aims and the expected outcomes of the study programmes. The thematics must be actualized by linking them to the latest scientific trends and opportunities for solving scientific or practical problems. The thematics of Master Theses must be prepared separately for scientific and applied Master Thesis. Along with the thematics of Master Theses, the department lecturers and scientists working on them, as well as other researchers – potential supervisors of Master Thesis (hereinafter referred to as supervisors) – must also be indicated. The lists of Master Theses thematics must be approved by the relevant study program committees. The lists of Master's Theses

thematics must be updated as necessary, but at least once every two academic years. Approved lists of Master's Theses thematics must be published on the Faculty's website and made available to students.

7. The student must choose the thematic of the Master's Thesis during the first semester of studies. The student submits a written request for permission to prepare a Master's Thesis, indicating its thematic, to the Dean's Office of the Faculty. The student has the right to propose thematic that is not on the approved list of thematics for Master's Theses. The study program committee decides on the suitability of the thematic proposed by the student and provides the student with a written response.

8. Supervisors may be scientists engaged in scientific work in the thematic chosen by the student or other researchers without a doctoral degree who have acquired at least three years professional experience related to the thematic of the Master's Thesis during the last seven years. Supervisors are appointed by the chairs of the study program committees (hereinafter referred to as committee chairs).

9. No later than the end of the first month of the second semester, the head of the department, together with the chair of the relevant study program committee, shall approve the choice of thematics for the Master's Thesis of all students in the study program and the appointment of supervisors. The thematic chosen during the preparation of the Master's Thesis must be refined into a specific Master's Thesis title. The title of the Master's Thesis may be refined and adjusted until its final approval by order of the Dean of the Faculty at least one month before the public defense of the Master's Thesis.

10. It is recommended that the Master thesis be carried out in accordance with the Individual Master Thesis preparation plan (hereinafter referred to as the Plan). The plan shall be prepared by the student together with the supervisor in accordance with the form provided by the head of the study program committee within the deadlines set by the head of the study program committee. The plan is approved by the head of the relevant study program committee. The supervisor controls the implementation of the plan.

11. Supervisors consult their students during designated consultation hours or at other agreed times and in other agreed ways.

12. A scientific Master Thesis must meet the following specific requirements:

12.1. it must reflect the student's knowledge and abilities at a threshold level:

- be able to identify a scientific problem arising in the field of research of the chosen thematic area in a reasoned manner, justify the relevance of its research (originality, novelty, scientific and/or practical significance of the findings), object, aim, and objectives;
- through scientific discussion, analysis, and synthesis of scientific theories and concepts, the latest research results, and individual scientists' opinions, is able to comprehensively reveal the essence of the scientific problem under investigation, its genesis, causal relationships, and future development trends;
- is able to appropriately select and correctly use scientific research methods to investigate the expression and trends of a scientific problem within specific limitations and contextual conditions;
- is able to interpret and summarize the results of scientific research, determine the conditions for their application, and prepare conclusions;
- is able to convey other study results specified in the description of the relevant study program subject "Master's Thesis."

12.2. it must consist of the following components:

- title page;
- composition of the Master's Thesis Evaluation Commission approved by order of the Chancellor of the Academy of Agriculture;
- declaration of authorship;
- the table of content;
- summary (in two languages);
- glossary of key terms;
- introduction;
- theoretical part;
- methodological part;

- results part;
- conclusions and recommendations;
- references;
- appendices.

13. An applied Master's Thesis must meet the following specific requirements:

13.1. it must reflect the student's knowledge and abilities at a threshold level:

- be able to identify a practical problem arising from practical activities in the chosen thematic area, disclose its essence, justify the relevance of the research (originality, novelty, practical and/or scientific significance of the findings), object, aim, and objectives;
- by analyzing and synthesizing scientific literature, is able to summarize scientists' views on practical problems, their research methods, and possible solutions;
- is able to appropriately select and correctly use empirical research methods for in-depth understanding of practical problems and for modeling and/or designing solutions in specific practical conditions;
- is able to interpret and summarize the results of empirical research, determine the conditions for their application, and prepare conclusions and recommendations;
- is able to present other study results specified in the description of the relevant study program subject "Master's Thesis."

13.2. it must consist of the following components:

- title page;
- composition of the Master's Thesis Evaluation Commission approved by order of the Chancellor of the Academy of Agriculture;
- declaration of authorship;
- the table of content;
- summary (in two languages);
- glossary of key terms;
- introduction;
- analytical part on the situation;
- theoretical concepts and empirical research methodology;
- results and project part;
- conclusions and recommendations;
- references;
- appendices.

14. The length of Master's Thesis should be 52–70 pages, excluding appendices.

15. The student must give a presentation at a scientific or practical conference and publish at least one article in a scientific or popular science publication. It is recommended that articles and conference presentations be related to the thematic of the Master's Thesis.

16. When preparing the Master's Thesis, the student's responsibilities are:

- 16.1. actively and systematically follow the latest trends in science, published research results, practical problems, and their solutions related to the thematic of the Master's Thesis;
- 16.2. communicate and cooperate regularly with the supervisor, consult with him/her on essential issues related to the preparation of the Master's Thesis, especially on the justification of the methodology. Communication must be carried out using the communication tools provided to students by the University (e-mail, Moodle);
- 16.3. comply with the deadlines for the completion of the work specified in the plan;
- 16.4. comply with the principles of academic ethics (Code of Ethics of Vytautas Magnus University, https://www.vdu.lt/wp-content/uploads/2024/05/VDU-Etikos-kodeksas_patvirtintas-Senate_EN_2024.pdf);
- 16.5. follow the General Methodological Guidelines for The Preparation of Written Study Assignments for the Faculty of Bioeconomy Development (<https://zua.vdu.lt/en/faculties/faculty-of-bioeconomy-development/studies/information-for-students/>);

- 16.6. comply with the plagiarism prevention provisions (Vytautas Magnus University Provisions on Prevention of Plagiarism in Student Written Works, <https://www.vdu.lt/wp-content/uploads/2023/03/Plagiarism-prevention-VMU.pdf>).
17. When preparing the Master's Thesis, the student has the right to:
 - 17.1. change or adjust the theme/thematic of the Master's Thesis;
 - 17.2. submit a reasoned request to change the supervisor by submitting a request to the Dean's Office of the Faculty;
 - 17.3. contact companies and other organizations on behalf of the University to obtain data and other information, conduct surveys and interviews;
 - 17.4. prepare a Master Thesis or conduct research on the order of a company or other organization by signing a tripartite agreement;
 - 17.5. consult with other scientists at a time and in a manner agreed upon individually;
 - 17.6. receive methodological assistance from the supervisor in drawing up research logical schemes, selecting and justifying research methods, data processing methods, preparing an article, preparing a conference presentation;
 - 17.7. contact the chair of the committee if the supervisor of the Master's Thesis does not respond to the student's letters within 5 working days.
18. The duties of the supervisor are:
 - 18.1. discuss with the student the thematic of the thesis, help to clarify the thesis thema and consult the preparation of the plan;
 - 18.2. inform the student of the requirements of academic ethics and the consequences of non-compliance;
 - 18.3. encourage the student to participate in international academic exchanges, scientific and practical conferences, project activities, and, where possible, involve the student in research activities carried out by the Department;
 - 18.4. to consult the student on essential issues related to the preparation of the Master's Thesis at the time and in the manner agreed upon for the consultation or at any other time and in the manner agreed upon, and to reply to the student's emails within 5 working days;
 - 18.5. to provide the student with methodological assistance in the clarification of the scientific/practical problem, the definition of the aims and objectives of the research, the preparation of logical schemes of research, the selection and justification of research methods, the preparation of the article, and the preparation for the conference;
 - 18.6. review the student's thesis or individual parts of the thesis and provide feedback on the quality of the thesis and its improvement;
 - 18.7. inform the Chairperson of the relevant Programme Committee/Head of Department of any problems encountered during the preparation of the thesis;
 - 18.8. to check the originality of the thesis in the Plagiarism and Artificial Intelligence (AI) checker used by the University and to submit a report of the check to the student and to the Attestation/Evaluation Committee;
 - 18.9. prepare a review on the Master's Thesis in the prescribed form (Appendix 1) for submission to the Master's Thesis Attestation and Evaluation Commission s (hereinafter referred to as the Evaluation Commission).
19. The supervisor has the right to:
 - 19.1. to suggest changes or adjustments to the theme of the Master's Thesis after assessing the student's abilities and the current state of science and practice;
 - 19.2. not to reply to the student's e-mails if they are not sent from the e-mail address provided to the student by the University;
 - 19.3. refuse to supervise the preparation of a student's Master's Thesis if the student fails to complete the work specified in the plan or does not comply with academic ethics requirements; or if the supervisor is unable to provide consultation to the student or monitor the completion of the tasks specified in the plan within the set time frame due to illness, long-term internships, or other objective reasons. The refusal to supervise must be agreed with the chair of the relevant

study program committee and the head of the department. The decision to change the supervisor should be made by the head of the department.

III. PREPARATION FOR THE DEFENSE OF MASTER'S THESIS

20. Students who have completed the entire compulsory study program may defend their Master's Thesis. The list of students ready to defend their Master's Thesis to be approved by the Dean of the Faculty.
21. At least 1.5 months before the defense of the Master's Thesis at the Evaluation Commission, the chairpersons of the study program committees appoint a reviewer who, after reviewing the Master's Thesis, prepares a review for the Attestation Commission. The chair of the relevant study program committee, together with the head of the department, shall form Master's Thesis Attestation commissions from scientists or other researchers of the study program and shall set the dates for the meetings of these commissions. The meetings of the Attestation commission shall be held at least three weeks before the defense of the Master's Theses at the Evaluation Commission.
22. At least 8 days before the review of Master's Theses by the Attestation Commission, students must upload electronic versions of their Master's Thesis to the designated location in the Moodle environment. The chair of the Attestation Commission prepares a list of students who have not submitted their Master's Thesis and submits it to the Dean's Office of the Faculty. If a student does not defend their Master's Thesis at the Attestation Commission, they lose the right to continue working on and defending their Master's Thesis.
23. Supervisors prepare a standard form of review (Appendix 1) for the Attestation Commission on the student's work and the progress of the Master's Thesis preparation. Together with the review, they submit reports on the verification of the originality of the Master's Thesis (plagiarism and DI). The supervisor submits an electronic version of the review and reports on the verification of the originality of the Master's Thesis to the specified location in the Moodle environment no later than 2 working days before the scheduled meeting of the Attestation Commission.
24. The reviewer reviews the Master's Thesis and assesses its compliance with the formal requirements for the structure and scope of the thesis, the relevance and formulation of the scientific/practical problem, the aim and objectives of the research, the appropriateness of the chosen research methods, the correctness of the research results obtained and their interpretation, compliance with academic ethics, plagiarism prevention provisions and formal requirements, and indicates any shortcomings that need to be corrected.
25. The reviewer shall submit an electronic version of the review (Appendices 2 and 3) to the specified location in the Moodle environment no later than 1 working day before the scheduled meeting of the Attestation Commission.
26. The revision of Master's Thesis at the meeting of the Attestation Commission should be carried out in the following sequence:
 - 26.1. The student briefly (up to 15 minutes) presents their thesis, indicating the relevance of the research, the scientific or practical problem, the object, aim and objectives of the thesis, the research methods used, and the results obtained.
 - 26.2. The members of the Attestation commission provide to the student questions and comments related to the Master's Thesis and listen to the student's answers.
 - 26.3. The comments prepared by the supervisor and reviewer are read, and the student is given the opportunity to respond to the shortcomings indicated in the comments of the supervisor and reviewer.
27. The members of the Attestation Commission discuss each student's Master's Thesis, presentation, supervisor's and reviewer's comments in a closed meeting and prepare a conclusion, which is formalized in the protocol of the meeting. The conclusion of the Attestation Commission may be:
 - 27.1. the Master's Thesis fully complies with the mandatory requirements and is recommended for defense at the Evaluation Commission;
 - 27.2. the Master's Thesis has shortcomings, but after they have been eliminated, it is recommended for defense at the Evaluation Commission;

- 27.3. the Master's Thesis has significant shortcomings and it is not recommended to submit it for defense at the Evaluation Commission. Significant shortcomings include failure to comply with the mandatory formal requirements for the structure and scope of the Master's Thesis, incorrect use of research methods, fundamentally incorrect presentation and interpretation of research results, other serious violations of academic ethics principles and plagiarism prevention provisions that cannot be eliminated without preparing a new Master's Thesis.
28. The protocol shall be submitted to the Dean's Office of the Faculty. Extracts from the protocol prepared by an employee of the Dean's Office of the Faculty shall be delivered in electronic form to students and the Master's Thesis Evaluation Commission for the purpose of assessing the suitability of the Master's Thesis for defense before the Evaluation Commission.
29. If the thesis supervisor's review and/or the Attestation Commission's conclusion assesses the thesis as not meeting the requirements and not recommended for defense at the Evaluation Commission, the student has the right to apply to the Evaluation Commission with a request to allow the thesis to be defended, stating the reasons in writing. The student must submit the request and the thesis to the chair of the Evaluation Commission no later than 5 working days after receiving the conclusion of the Attestation Commission.
30. The Evaluation Commission shall consider the student's request and the thesis within 3 working days and submit its conclusion as to whether the thesis can/cannot be defended at the Evaluation Commission. The conclusion shall be formalized in the protocol of the meeting, an extract of which shall be submitted to the student in electronic form by the staff of the Faculty Dean's Office. If the conclusion is negative, the student loses the right to continue working on and defending the Master's Thesis and will be dismissed from the University.
31. After receiving the recommendation of the Attestation Commission to defend the Master's Thesis at the Evaluation Commission, the student shall continue to edit and improve it. At least 10 days before the defense of the Master's Thesis at the Evaluation Commission, the student must upload an electronic version of the Master's Thesis in PDF format to the specified location in the Moodle environment and the VMU research management system's (CRIS) repository (<https://vdu.lt/cris>), in accordance with the VDU procedure for the collection and storage of electronic documents (ETD works) of Master's Thesis, doctoral dissertations, and their abstracts. A student who fails to submit their Master's Thesis by the set deadline loses the right to defend it.
32. At least two weeks before the final defense of the thesis at the Evaluation Commission, the chair of the relevant study program committee appoints a reviewer who, after reviewing the thesis, prepares a review for the Evaluation Commission.
33. The supervisor prepares a response in the prescribed form (Appendix 1) in electronic form, assessing the results of the thesis and the progress of its preparation. The supervisor shall submit the review no later than 5 days before the scheduled defense of the Master's Thesis at the Evaluation Commission. The supervisor shall submit the review to the Faculty Dean's Office staff and upload it to the designated location in the Moodle environment. The supervisor's participation in the defense of Master's Theses at the Evaluation Commission is desirable.
34. The assigned reviewer reviews the Master's Thesis and prepares a response in the prescribed form (see Appendices 4 and 5) in electronic form in two copies. The review intended for the student does not include the final assessment (grades) and should be uploaded to the designated location in the Moodle environment. A full review should be prepared for the Evaluation Commission and be submitted to the Dean's Office of the Faculty. The reviewer should prepare and submit the review at least 2 days before the defense of the thesis at the Evaluation Commission. The participation of the reviewer in the defense of Master's Thesis at the Evaluation Commission is desirable.
35. For the defense of the Master's Thesis at the Evaluation Commission, to the specified location in the Moodle environment:
- 35.1. The student must upload the final version of the thesis in PDF format, naming it "*First name_Last name_BPF_year*". Additionally, a signed cooperation agreement for conducting applied scientific work at a company or other organization and a reflection on the Master's

Thesis prepared by its representative, as well as other documents specified by the committee chair, may be attached.

- 35.2. The supervisor must upload the supervisor's review and the originality verification reports.
- 35.3. The reviewer must upload the reviewer's reflection (Appendices 4 and 5);
- 35.4. The Faculty Dean's Office employee must upload extracts from the protocol of the Attestation Commission meeting.
36. A Faculty Dean's Office employee checks whether all the necessary documents have been submitted in the Moodle environment. If any discrepancies are found, the person who was supposed to submit these documents is notified.
37. If plagiarism is suspected or detected in Master's Thesis:
 - 37.1. the person who noticed the possible plagiarism (supervisor, reviewer, head of department, other member of the academic community or person from outside the institution) or the Assessment Commission shall notify the student, the head of the department, the Dean of the faculty, and the Plagiarism Prevention Commission in writing, which shall investigate the case, assess the violation, make a decision, and inform the parties concerned;
 - 37.2. the Plagiarism Prevention Commission shall be provided with a written report on the possible case of plagiarism, a report on the plagiarism check performed by the plagiarism detection program, or the student's Master's Thesis, clearly marking or otherwise indicating which parts coincide with other works and references to the original sources.

IV. DEFENSE AND EVALUATION OF MASTER'S THESIS

38. The defence of the Master's Thesis is public. The thesis shall be defended during the examination session.
39. For the public defense of Master's Thesis, upon the recommendation of the Dean of the Faculty or the chair of the study program committee, the chancellor shall appoint a 5-member Master's Thesis Evaluation Commission consisting of experts in the field of study (fields of study) – scientists, practitioners, professionals, and social partners. A scientist from the field of study shall be appointed as the chair of the evaluation committee. At least one member of the commission must be from another university and at least one must be a practitioner or social partner. The Evaluation Commission shall be formed for one calendar year.
40. The date of the Evaluation Commission meeting shall be set by the chair of the relevant study program committee and approved by the Dean of the Faculty no later than one month in advance.
41. Members of the Evaluation Commission have the right to familiarize with the Master's Thesis before the defence.
42. The following documents shall be provided to the meeting of the Evaluation Commission by the responsible employee of the Dean's Office of the Faculty:
 - 42.1. the Order of the Chancellor of the Academy of Agriculture regarding the establishment of the Evaluation Commission;
 - 42.2. the Order of the Dean of the Faculty regarding the students who are allowed to defend their Master's Thesis;
 - 42.3. the agenda of the meeting of the Evaluation Commission;
 - 42.4. the form of the Master's Thesis defence protocol;
 - 42.5. the Master's Thesis of the students;
 - 42.6. the thesis reviews and the supervisor's review;
 - 42.7. extracts from the protocols of the Attestation Commission;
 - 42.8. plagiarism and AI check reports for Master's Thesis;
 - 42.9. requests from the supervisor, the head of the department, the student, or the enterprise or other organisation where the thesis was prepared, to defend the thesis in a closed session.
43. The meeting shall be chaired by the chair of the Evaluation Commission. The meeting shall be considered valid if more than half of the members of the Evaluation Commission are present. The participation of supervisors and reviewers is desirable.

44. At the beginning of the Evaluation Commission meeting, a closed consultation may be organized, if necessary, when a request (or requests) has been received to defend the Master's Thesis in a closed session. If the Master's Thesis contains data that is not for public disclosure (confidential) and the results are not to be made public, the Evaluation Commission may decide to allow the thesis to be defended in a closed session. In addition to the members of the Evaluation Commission and the student, the reviewer and supervisor may participate in this part of the meeting. Participants in the closed defense shall sign a confidentiality agreement in the prescribed form.
45. The defence of each Master's Thesis shall proceed in the following order:
- 45.1. before the start of the defence of the Master's Thesis, the Chairperson of the Evaluation Commission or a member of the Commission authorised by the Chairperson shall acquaint the students with the process and procedures of the defence and the procedure for the evaluation of the Master's Thesis;
- 45.2. the student shall present the thesis, indicating the relevance of the research, the scientific or practical problem, the object, aim and objectives of the thesis, the research methods used, the results obtained and their theoretical and practical significance, and the conclusions summarising them. The duration of the presentation is up to 15 minutes;
- 45.3. after the presentation of the thesis, the student may be asked questions by the members of the Evaluation Commission and other persons participating in the defence. The student shall answer the questions;
- 45.4. the Chairperson of the Evaluation Commission or another member of the Commission authorised by the Chairperson reads the supervisor's and reviewer's reviews. The student shall be given the opportunity to clarify any comments or shortcomings in the review. The Chair of the Assessment Board shall read the review from the head of the company or other organisation where the research was carried out, if any;
- 45.5. if desired, a discussion on the problematic issues of the Master's Thesis may be announced. All participants of the meeting may take part in the discussion. After the discussion, the chair of the Evaluation Commission announces the end of the defense of the Master's Thesis.
46. After the defence of all the Master's Thesis has been completed, a closed meeting of the Evaluation Commission shall be organised, attended only by the members of the Evaluation Commission. Each member of the Evaluation Commission shall evaluate the thesis and its defence individually. The Evaluation Commission shall also consider the reviewer's opinion on the thesis and the supervisor's review. The overall mark of the thesis shall be the arithmetic mean of the marks given by all the members of the Evaluation Commission, rounded up to a whole number. The reviewer's evaluation shall not be included in the calculation of the arithmetic mean. In the case where a member of the Evaluation Commission is the supervisor of the thesis, his/her evaluation shall not be included in the calculation of the arithmetic mean. If any member of the Evaluation Commission's assessment differs significantly from the calculated average, he/she shall provide a reasoned explanation of the reasons for this. After a general discussion of the reasons given, the final mark may be adjusted. The final decision in such a case is taken by the Chairperson of the Evaluation Commission.
47. The final grades of the Master's Thesis shall be recorded in the protocol of the meeting of the Evaluation Commission. The thesis shall be recognised as defended and the student shall be awarded the Master's qualification if the final mark is at least 5 points. In the case of an unsatisfactory mark, the reasons for the unsatisfactory mark shall be recorded in the protocol. The protocol shall be signed by all members of the Evaluation Commission present at the meeting.
48. After the meeting, the Chairperson of the Evaluation Commission shall publicly describe the defending process and summarise the results of the defence. Each student shall be informed personally of the final marks of the Master's Thesis.
49. Decisions of the Evaluation Commission on the assessment of Master's theses shall not be subject to appeal. Appeals regarding procedural irregularities may be considered in accordance with the procedures laid down in the Study Regulations.
50. A student who has not defended or failed to defend their Master's Thesis shall be expelled from the university.

51. It is permitted to defend an undefended thesis for the second time, after signing a contract with the university, during the examination session, no earlier than after six months, if a group of defenders is formed in accordance with the procedure established by the Study Regulations (at least 5 students). If the Master's Thesis is not defended for the second time, a new Master's Thesis must be prepared after signing the relevant agreement.

52. The Master's Thesis may be defended externally once, no later than after two years, by signing an external study agreement, if the thesis was prepared, submitted, and recommended for defense in previous academic years.

53. At the request of students who have not defended their Master's Thesis, they may be issued an academic certificate indicating the subjects studied, their credit value, and the final assessment of their academic achievements.

V. FINAL PROVISIONS

54. The storage of Master's Thesis shall be carried out in accordance with the procedure established by the Resolution of the Senate of Vytautas Magnus University No.SEN-N-50 of 12 October 2022 (<https://www.vdu.lt/wp-content/uploads/2022/11/baigiamuju-darbu-tvarkos-aprasas-eng-skelbimui-2022-10.pdf>).

55. The defence of Master's Thesis can be carried out remotely in accordance with the procedure established by the Senate of Vytautas Magnus University in the version of the Resolution of the Senate of the Vytautas Magnus University No.SEN-N-50 of 12 October 2022 (<https://www.vdu.lt/wp-content/uploads/2022/11/baigiamuju-darbu-tvarkos-aprasas-eng-skelbimui-2022-10.pdf>).

56. The preparation and defense of Master's Theses shall be monitored by the departments and the Dean's Office of the Faculty, while the study program committees and the Study Commission of the Faculty Council shall evaluate and submit proposals for improving the preparation and defence of Master's Thesis.

APPENDICES

Appendix 1

Vytautas Magnus University Faculty of Bioeconomy Development

Department

.....

(position, academic degree, name and surname)

To the Master's thesis Attestation Commission / Evaluation Commission

(delete unnecessary)

SUPERVISOR'S REVIEW ON THE MASTER'S THESIS

.... 20..

Akademija

Author of the Master's thesis

Title of the Master's thesis

.....

Study programme

1. Meets / does not meet the formal requirements for the structure and length of the thesis.

.....

.....

.....

2. Evaluation of the results of the Master's thesis (novelty of the theme; coherence of the aim, objectives and conclusions of the Master's thesis; sufficiency and applicability of the theoretical solutions; validity of the research methods used; interpretation of the results of the empirical research; originality, validity and applicability of the proposed solutions).

.....

.....

.....

3. Assessment of the Master's thesis preparation process (student's effort, consistency of Master's thesis preparation, adherence to deadlines, creativity and independence, consultation with supervisor, ability to respond to supervisor's comments).

.....

.....

.....

4. Compliance with academic ethics principles and plagiarism prevention provisions.

.....

.....

.....

Percentage of coincidence; AI percentage

Final conclusion: The Master's thesis **meets** / **does not meet** (delete as appropriate) the requirements set for a Master's thesis for second-cycle university studies and **may** / **may not** (delete as appropriate) be defended at the Master's thesis **Attestation Commission** / **Evaluation Commission** (delete as appropriate).

.....

(signature)

.....

(name, surname)

Vytautas Magnus University
Faculty of Bioeconomy Development

Department

.....

(position, academic degree, name and surname)

To the Master's thesis Attestation Commission

REVIEWER'S REVIEW
ON THE MASTER'S THESIS
 (for applied Master's thesis)

..... 20..

Akademija

Author of the Master's thesis

Title of the Master's thesis

.....

Study programme

Assessment of the Master's thesis adequacy for formal requirement

1. Meets/does not meet the formal requirements for the structure and length of the thesis.

.....

2. Adequacy of Master's thesis length, sufficiency of scientific and other literature sources, correctness of language style and grammar.

.....

.....

3. Logical coherence and interconnectedness of the parts of the Master's thesis.

.....

.....

Assessment of the quality of dissemination of the Master's thesis and its results

1. Comprehensiveness of the description of the economic or social phenomenon or situation / justification of the need for an innovative product, originality and novelty of the author's ideas, clarity and validity of the approach.

.....

.....

2. Clarity of the logical scheme of scientific research for solving the selected practical problem, appropriateness, adequacy, and correctness of the scientific research methods used.

.....

.....

3. Comprehensiveness of empirical research, correctness and reliability of research results obtained.

.....

.....

4. Scientific and practical significance of the results.

.....

.....

.....

5. Concreteness and validity of conclusions.

.....
.....
.....

6. Question(s) for scientific discussion.

.....
.....
.....

Final conclusion: *Master's thesis* *with the established*
(complies / does not comply)
requirements to the Master's thesis of university master's studies and
(can / can not)
be defended in Evaluation Commission.

.....
(signature)

.....
(name, surname)

Vytautas Magnus University
Faculty of Bioeconomy Development

Department

.....

(position, academic degree, name and surname)

To the Master's thesis Attestation Commission

REVIEWER'S REVIEW
OF THE MASTER'S THESIS
 (for scientific Master's thesis)

..... 20..

Akademija

Author of the Master's thesis

Title of the Master's thesis

.....

Study programme

Assessment of the Master's thesis adequacy for formal requirement

1. Meets / does not meet the formal requirements for the structure and length of the thesis.

.....

2. Adequacy of Master's Thesis volume, sufficiency of scientific and other literature sources, correctness of language style and grammar.

.....

.....

3. Logical coherence and interconnectedness of the parts of the thesis.

.....

.....

Assessment of the quality of dissemination of the Master's thesis and its results

1. The analytical nature, comprehensiveness and validity of the theoretical research and scientific discussion; the originality and novelty of the author(s)' ideas; the clarity and validity of the approach.

.....

.....

2. Appropriateness, adequacy, and correctness of application of scientific research methods.

.....

.....

3. The depth and comprehensiveness of the empirical research, the correctness and reliability of the research results obtained.

.....

.....

4. Scientific and practical significance of the Master's thesis results.

.....

.....

.....

5. Concreteness and validity of conclusions.

.....
.....
.....

6. Question(s) for scientific discussion.

.....
.....
.....

Final conclusion: *Master's thesis* *with the established*
(complies / does not comply)
requirements to the Master's thesis of university master's studies and
(can / can not)
be defended in Evaluation Commission.

.....
(signature)

.....
(name, surname)

Vytautas Magnus University
Faculty of Bioeconomy Development

Department

.....
(position, academic degree, name and surname)

To the Master's thesis Evaluation Commission

REVIEWER'S REVIEW
OF THE MASTER'S THESIS
 (for applied Master's thesis)

..... 20..
 Akademija

Author of the Master's thesis

Title of the Master's thesis

Study programme

Assessment of the Master's thesis adequacy for formal requirement

1. Meets/does not meet the formal requirements for the structure and length of the thesis.

.....

2. Adequacy of Master's thesis volume, sufficiency of scientific and other literature sources, correctness of language style and grammar.

.....

3. Logical coherence and interconnectedness of the parts of the Master's thesis.

.....

Assessment of the quality of dissemination of the Master's thesis and its results

1. Comprehensiveness of the description of the economic or social phenomenon or situation / justification of the need for an innovative product, originality and novelty of the author's ideas, clarity and validity of the approach.

.....

2. Clarity of the logical schema of scientific research for solving the selected practical problem, appropriateness, adequacy, and correctness of the scientific research methods used.

.....

3. Comprehensiveness of empirical research, correctness and reliability of research results obtained.

.....

4. Scientific and practical significance of the results.

.....

5. Concreteness and validity of conclusions.

.....

.....

6. Question(s) for scientific discussion.

.....

.....

Comprehensive assessment of the Master's thesis in accordance to the criteria

No.	Criteria	Score	Weight coef.	Weighted assessment
1.	Novelty of the theme, originality of the research conducted	9	0,1	0,90
2.	The analytical nature, comprehensiveness, and validity of theoretical research and scientific discussion; the novelty and completeness of scientific and other literature sources.	9	0,2	1,80
3.	The appropriateness, sufficiency and correctness of the use of scientific research methods.	9	0,2	1,80
4.	The validity and completeness of the empirical study, the proof of hypothesis (if any), the validity and completeness of the design or modelling, and the correctness and reliability of the results obtained from the research	9	0,2	1,80
5.	Scientific and practical significance of the results	9	0,1	0,90
6.	Logical consistency of presentation of the information and interconnectedness between thesis sections	9	0,05	0,45
7.	Concreteness, reasonability of conclusions	9	0,1	0,90
9.	Correctness of language style and spelling	9	0,05	0,45
Final assessment			1	9,00

Final conclusion: *Master's thesis**the established requirements to a Master's thesis of the second-*

.....
cycle university studies, and may be assessed with a score of
*, and author of this Master's thesisfor award of the*
Master's

.....
(in figures and words) (is / is not eligible)
Qualification degree in Social sciences, Business Management, Public Administration.
 (cross out the ones which do not apply)

.....
(signature)

.....
(name, surname)

Vytautas Magnus University
Faculty of Bioeconomy Development

Department

.....

(position, academic degree, name and surname)

To the Master's thesis Evaluation Commission

REVIEWER'S REVIEW
OF THE MASTER'S THESIS
 (for scientific Master's thesis)

..... 20..

Akademija

Author of the Master's thesis

Title of the Master's thesis

.....

Study programme

Assessment of the Master's thesis adequacy for formal requirement

1. Meets /does not meet the formal requirements for the structure and length of the thesis.

.....

2. Adequacy of Master's thesis volume, sufficiency of scientific and other literature sources, correctness of language style and grammar.

.....

.....

3. Logical coherence and interconnectedness of the parts of the Master's thesis.

.....

.....

Assessment of the quality of dissemination of the Master's thesis and its results

1. The analytical nature, comprehensiveness and validity of the theoretical research and scientific discussion; the originality and novelty of the author(s)' ideas; the clarity and validity of the approach.

.....

.....

2. Appropriateness, adequacy and correctness of application of scientific research methods.

.....

.....

3. The depth and comprehensiveness of the empirical research, the correctness and reliability of the research results obtained.

.....

.....

4. Scientific and practical significance of the Master's thesis results.

.....

.....

.....

5. Concreteness and validity of conclusions.

.....

.....

6. Question(s) for scientific discussion.

.....

.....

Comprehensive assessment of the Master's thesis in accordance to the criteria

No.	Criteria	Points	Weighting factor	Weighted assessment result
1.	Novelty of the theme, originality of the research carried out	9	0,1	0,90
2.	The analytical depth, comprehensiveness and validity of the theoretical research and scientific debate; the novelty and sufficiency of the sources of scientific and other literature	9	0,2	1,80
3.	Suitability and sufficiency of the research methods and the correctness of its use	9	0,2	1,80
4.	The validity and completeness of the empirical study, the proof of hypothesis (if any), the validity and completeness of the design or modelling, and the correctness and reliability of the results obtained from the research	9	0,2	1,80
5.	Scientific and practical meaning of the results	9	0,1	0,90
6.	Logical consistency of the thesis and inter-links between sections	9	0,05	0,45
7.	Concreteness and validity of conclusions	9	0,1	0,90
8.	Correctness of language style and spelling	9	0,05	0,45
Final evaluation			1	9,00

Final conclusion: Master's thesisthe established requirements to a Master's thesis of the second-

cycle university studies, and may be assessed with a score of
 (conforms / does not conform to)
, and author of this Master's thesisfor award of the Master's

(in figures and words) (is / is not eligible)
 Qualification degree in Social sciences, Business Management, Public Administration.
 (cross out the ones which do not apply)

.....
 (signature)

.....
 (name, surname)