

MA Program Cultures of the Global South

MASTER THESIS GUIDELINES

INTRODUCTION

The master's thesis should demonstrate that the student is able to work independently on a topic from the relevant subject of the relevant degree programme using scientific methods within a specified period and to present the results obtained in an appropriate written form. Graduates are capable of developing a thematically bounded research problematic, implementing scholarly research methods to work on it, and present it in an articulate and comprehensible manner (MHB).

The master's thesis is usually written in English, French, or Spanish. In the case of the Double Degree Program, or Communication studies with a focus on Brazil, the student can decide to write the thesis in English, Spanish, or Portuguese.

What is expected from a Master thesis

In their master's thesis, students work on a thematically bounded research problematic. They develop a central research question, select the appropriate theoretical and methodological approaches to address it, and apply these approaches, to embed them in the respective aesthetic and/or socio-cultural context in a manner relevant to the research task. The presentation of their results includes:

- Clarification of the research question and exposition of the topic,
- State of the art
- Logical approach, systematic structure, organisation, and composition of the work,
- Knowledge of the research subject, completeness and relevance of the material used,
- Integration of the results into the current state of knowledge within the discipline,
- Critical reflection on the conclusions drawn in comparison to other viewpoints,
- Correct application of methods,
- Clarity of presentation, confidence in expression, and linguistic competence.

GENERAL INFORMATION

How to choose the topic

The topic must be developed in accordance with the supervisor; presentation in Research seminar (*Oberseminar*) are mandatory for double degree students.

How to choose a supervisor

The supervisor must be a member of UT and should be one of the convenors of the MA Program Cultures of the Global South. The thesis can be evaluated by two examiners. In that case, the second examiner can be from another department or a partner university, depending on the chosen topic.

In the case of Cultural and Communication Studies profile with a focus on Brazil, the master's thesis will be supervised by one supervisor from the Universidade Federal Fluminense and one from the University of Tübingen.

How to register for the Master thesis

Registration takes place at the Examination Office (*Prüfungsamt*). Complete the application for admission to the master's examination ([document available on the MA webpage](#)) and send the scanned form as a PDF file by email to the Examination Office. Personal submission is not required.

Once your application has been approved, the responsible officer at the Examination Office will send the registration form for the master's thesis by email to your first examiner for topic agreement and signature. As soon as the fully completed form is available and the Chair of the Examination Committee

has approved the application, you will receive further information regarding the submission deadline, number of copies, and other details.

The duration of the writing of the MA thesis

The duration of the master's thesis is 4 months from the assignment of the topic to the submission of the thesis.

How to submit your MA thesis

Printed Copies

Postal submission: The postmark date will be considered the official submission date. Alternatively, you may deposit your work in the mailbox located at the main entrance of Wilhelmstraße 19 (to the right of the front door).

Submission of the Electronic File

In accordance with the applicable examination regulations, bachelor's and master's students are required to submit an electronic version of their thesis. Please send this file exclusively in PDF format and only to the following address: ma-arbeiten@philosophie.uni-tuebingen.de
Important notes Regarding the sending of the PDF file:

- The email must be sent from your student email address.
- The file must be identical to the printed version.
- It must include the signed declaration of independent work, anti-plagiarism statement, and the use of AI.
- It must consist of a single file only.
- It must be sent directly (no cloud links, dropdown menus, etc.).

If the file exceeds 20 MB, please split it into multiple files using suitable software. You can search online for free software options for this purpose.

You will receive an automatic confirmation of receipt by email. Please note that inquiries sent to these addresses will not be answered.

FORMAL REQUIREMENTS FOR THE THESIS

General layout:

- The layout must be consistent and uniform.
- Normal white print or recycling paper (210 x 297 mm; DIN A4 standard)
- One-sided print
- *Page orientation:* Portrait (*landscape is only used for large tables and graphs*)
- Top, bottom, left and right margins 2.5 cm. Footer with page number centered.

Pagination:

- *Title page:* No page number
- *Front matter:* table of contents, list of figures and tables, and list of abbreviations (small roman numbers: i, ii, iii, iv, v, etc., starting with i)
- *Body matter:* The main body of text is included in the body matter. Long texts (more than 30 pages or 20,000 words) are typically divided into chapters and one or two levels of sections (Arabic numbers: 1, 2, 3, 4, 5, etc., starting with 1).
- *Back matter:* appendixes, glossary, other lists, endnotes, and list of references (Arabic numbers, continued from body matter).

Text layout:

- *Line spacing:* 1.5 (max. 33 lines per page)
- *Font:* Times New Roman, Calibri or Tahoma font-size 12 (11 for Arial). Use only one font-face for the text. Heading titles and front/cover page may optionally have a different font-face from the text. Font-size for footnotes and optionally block quotes is 10.
- *Alignment:* Justified with hyphenation
- Avoid using abbreviations in chapter, section or sub-section headings

Arrangement of the pages: in which order to present the information in your thesis

- Title page
- Table of Content
- List of Figures and List of Tables (if necessary)
- List of Abbreviations (if necessary)
- Main text
- Reference list (in alphabetical order of authors)
- Appendix (if necessary)

Referencing style:

The list of references should be presented in **APA 7th referencing style**.

- *Books*: Mbembe, A. (2004). *On the Postcolony* (2. repr). University of California Press.
- *Articles*: Bancel, N. (2011). Le maelström colonial: Politique de la mémoire coloniale et rôle de l'histoire universitaire. *Canadian Journal of African Studies / Revue Canadienne Des Études Africaines*, 45(1), 45–76. <https://doi.org/10.1080/00083968.2011.9707534>
- *Co-edited books*: Flemmer, R., Gill, B., & Kosgei, J. (2024). *Proximity as method: Concepts for coexistence in the global past and present* (1. Aufl.). Routledge India. <https://doi.org/10.4324/9781003495857>
- *Film*: Waititi, T. (Director). (2016). *Hunt for the Wilderpeople* [Film]. Piki Films.
- *Podcast*: Harkin, J., Murray, A. H., Ptaszynski, A., & Schreiber, D. (Hosts). (2014–present). *No such thing as a fish* [Audio podcast]. Quite Interesting. <https://www.nosuchthingasafish.com/>
- *Podcast episode*: Ray, W. & McLachlan, L. (Hosts). (2019, October 14). Te Tiriti o Waitangi [Audio podcast episode]. In *The Aotearoa history show*. Radio New Zealand. <https://www.rnz.co.nz/programmes/the-aotearoa-history-show/story/2018717296/4-te-tiriti-o-waitangi>

For more ways of referencing, depending on the material used, please refer to the following database: <https://aut.ac.nz.libguides.com/c.php?g=922557&p=6671891>

ADDITIONAL REQUIREMENTS

- **Anti-plagiarism statement and use of AI**

At the end of his thesis, the student provides a statement on Anti-plagiarism and the use of AI. The document can be downloaded on the MA webpage.

“The candidate must include a declaration signed by him/her, in which he or she pledges/declares:

1. that he/she authored the work or, in the case of a group thesis under para. 9, the clearly indicated portion of the work, independently,
2. that he/she did not use any sources or resources other than those indicated,
3. that he/she has clearly identified all matter from other works as such, whether it was cited verbatim or paraphrased,
4. whether and to what extent he/she has already published the thesis as a whole or in part, and
5. that the contents of the electronic file submitted are identical to that of the bound copies submitted. In the declaration under sentence 1, the student must also provide information as to whether the thesis as a whole or in part has already been the subject of another examination process.”

Last Version: 14.01.2025