

Manual

Preparing for submission in Master Thesis Information System v2018-2019

Step 1: Log in to MaThIS with your VUB netID and password

Master Thesis Information System Login Help

Log in

Use your VUB credentials to log in.

Login

Password

Remember me?

[Forgot your VUB/ULB NetID?](#)

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Step 2: On your Dashboard, click on the link where it says: “click here to prepare the submission documents”

Master Thesis Information System Welcome, [name] Log off Help

Dashboard Student

Welcome!
welcome, [name]

Name:

Email:

Program: **Burgerlijk en procesrecht**

Application status

Important!
Your topic and promotor have been approved by the Program Board. As of now, you can click [here](#) to prepare the submission documents.)

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Step 3: Make sure your role number (=student number), academic year and the title of your thesis in Dutch and English are correct. You can make adjustments if needed.

Your application

Confirm following data

Name	<input type="text"/>
Role number	<input type="text"/>
Academic year	2014-2015
Program	Burgerlijk en procesrecht
Tinal Thesis Title (in the language of the document)	<input type="text"/>
English translation of thesis title (required for Dutch programs)	<input type="text"/>
Language	Dutch
Promotor	Ralph De Wit

Step 4: Scroll down to bottom of the page. Click “Save & generate documents”. The cover page and submission documents will be generated and downloaded.

Language	Dutch
Promotor	Ralph De Wit
Jury members	Robin VAN GYSEL Colle Philippe
	<input type="button" value="Save & generate documents"/>

REMARK: If needed you can repeat this process by logging out of MaThIS and logging in again.