

Guidelines for Final Reports of CAS AMaP Research Projects

Dear CAS AMaP candidate,

If your CAS AMaP Study Plan foresees the submission of a final report, please keep in mind that any reports resulting from work pursued within the framework of the CAS AMaP are liable to the [ETH citation etiquette guidelines](#). Besides, when submitting a report, the ETH declaration of originality form has to be completed, signed and attached to the document. Without this form, reports are not accepted. Also, the CAS AMaP Study Plan has to be included in the final report.

For the successful completion of your continuing education and receiving an ETH Certificate of Advanced Studies (CAS ETH AMaP), your performance, demonstrated in your independent work, will be assessed following the agreement in your CAS AMaP Study Plan. The assessment will be done by your mentor(s), and if agreed on, in consultation with your advisor(s) as stated in your CAS AMaP Study Plan.

For final reports, the following *Detailed Instructions* shall be followed; please consult with your mentor(s) for any specific criteria or requirements.

Detailed Instructions

- The report (pdf file) has to be submitted to sabbatical@ethz.ch, in cc also to your mentor(s). The submission has to follow within the deadline as agreed on in the CAS AMaP Study Plan.
- Please consult with your mentor(s) for (i) the option to receive a pre-correction before final submission of the report, (ii) additional requirements concerning the submission of your report (e.g. use of templates, submission of extra bound copies etc.) and (iii) completion of your sabbatical (e.g. specifics for transfer of all relevant data of the thesis/presentation/report, completion of check-list for final check-out from your mentor's lab).
- While the grading by your mentor(s) may be based on a final mark and/or specific assessments, for the completion of the CAS ETH AMaP, a pass/fail rule applies. In case your performance assessment should result in 'failed', the [CAS AMaP program regulations](#) would allow a one-time repetition of the performance elements within a new deadline set by the CAS AMaP delegate professor in accordance with your mentor.