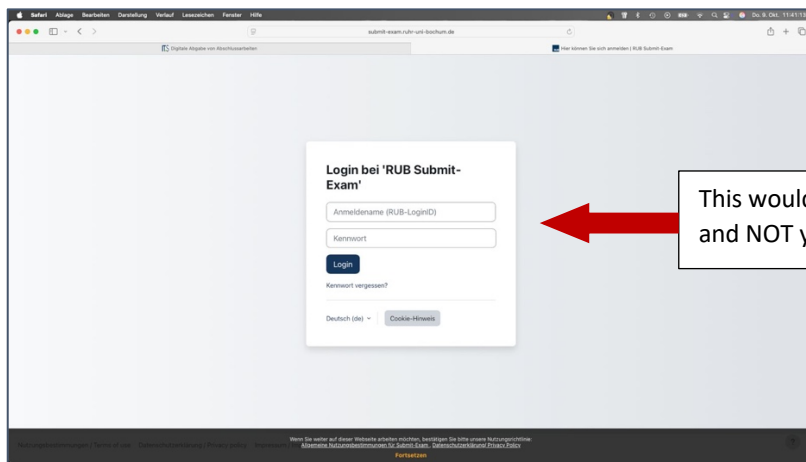


NOHA MA Thesis Submission via *Submit-Exam* STUDENT SUBMISSION MANUAL

All NOHA Students from Cohort 2024 onwards, as well as students from previous cohorts who have not yet graduated nor formally registered their MA Theses via the Examination Office, are now required to submit their MA Theses via the RUB's moodle-based Submit-Exam Platform instead of via email.

The following is a user-manual to guide students with the steps of the MA Thesis Submission.

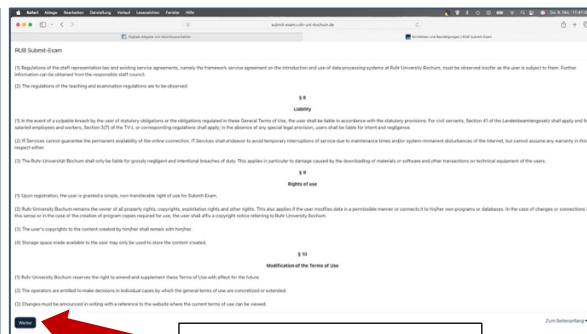
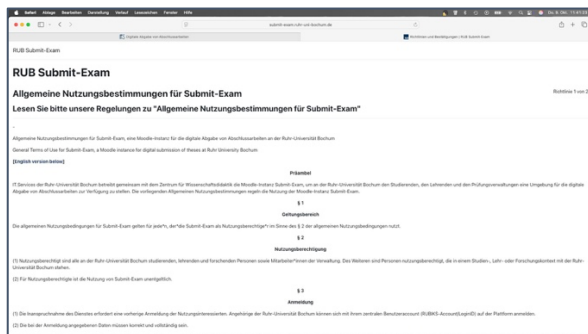
**1. Go to: <https://submit-exam.ruhr-uni-bochum.de/login/index.php>
Log In using your RUB ID and password!**



This would be your RUB-Login ID and NOT your email address!

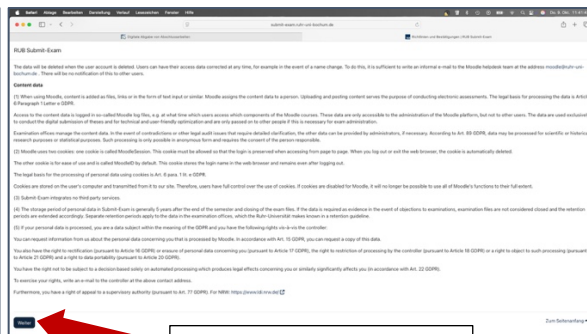
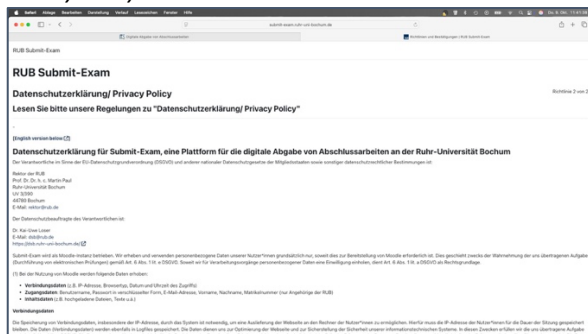
The first time you log-in, you will have to agree to the general Terms & Conditions of the platform, as well as the Privacy Policy for Submit-Exam. Simply scroll down and click "Weiter" after you have read the Terms & Conditions and Privacy Policy in order to proceed.

Terms & Conditions



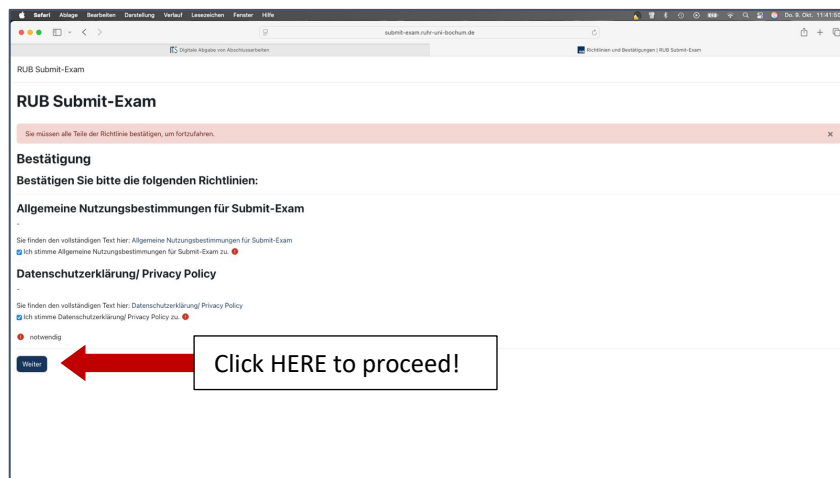
Click HERE to proceed!

Privacy Policy



Click HERE to proceed!

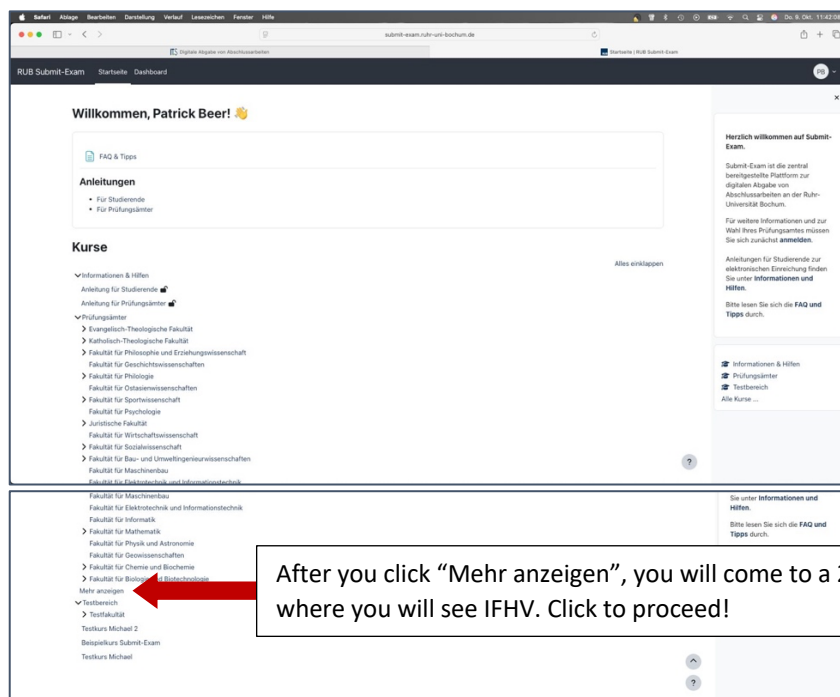
You will come to a landing page which asks you to confirm that you have read both the Terms & Conditions and Privacy Policy. Simply click “Weiter” in order to proceed.

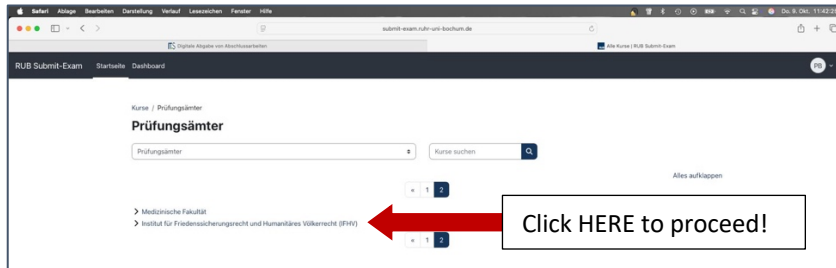


In order to submit your thesis via the platform, you will need to be registered into the appropriate “Course”. Steps 2–3 show you how to register:

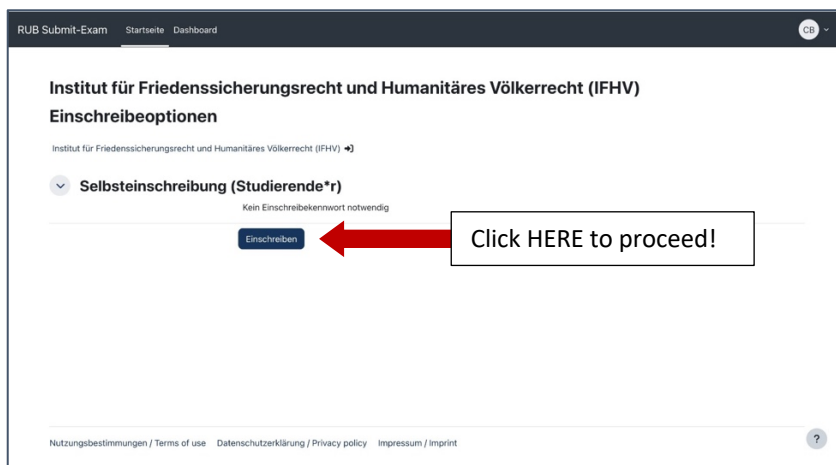
2. You will come to a Course-landing page with a list of available faculties.

Scroll down to show more (Mehr anzeigen). Select “Institut für Friedenssicherungsrecht und Humanitäres Völkerrecht (IFHV) and proceed to register (einschreiben).

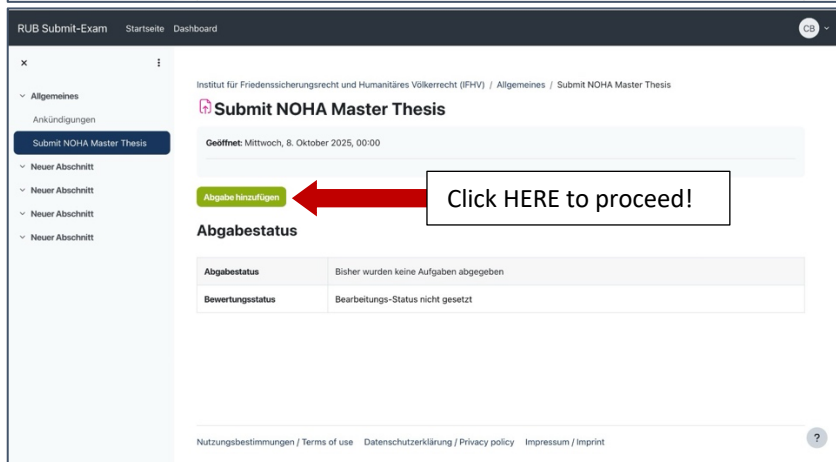
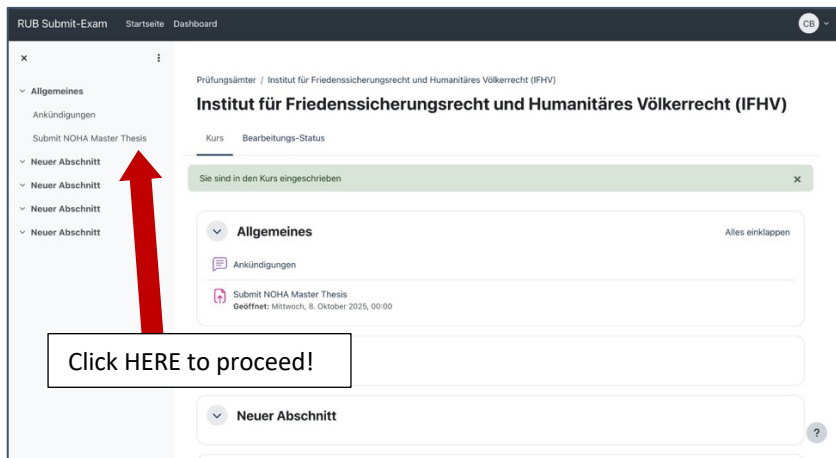




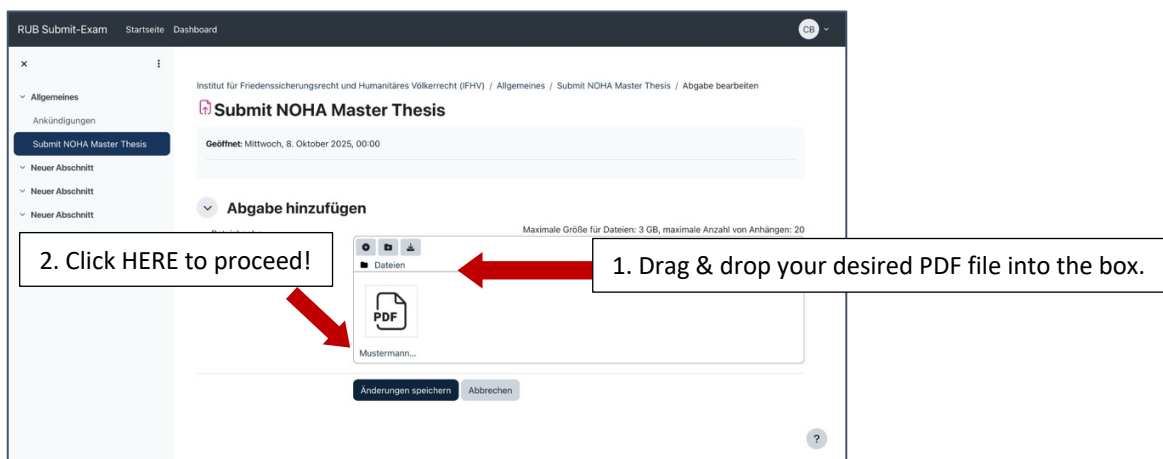
3. After you click on “Institut für Friedenssicherungsrecht und Humanitäres Völkerrecht (IFHV)”, please proceed to register (einschreiben).

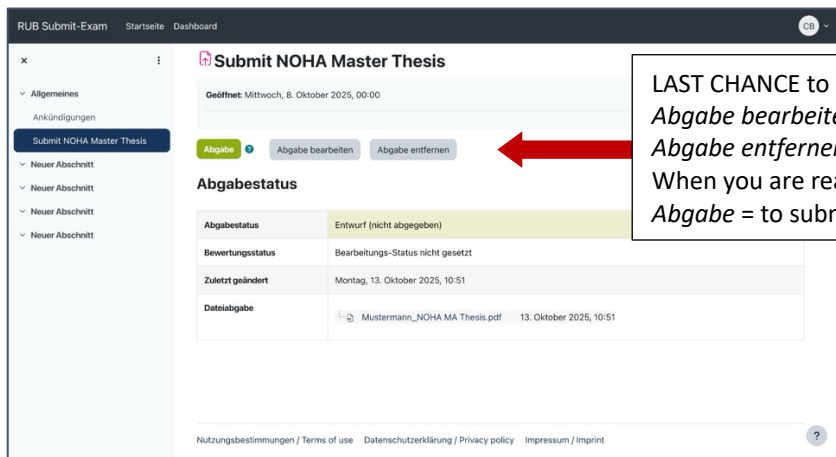


4. Once successfully registered, you will come to a Student's Landing Page. On the top-left pane, click on "Submit NOHA Master Thesis". Then, click on "Add Submission" (Abgabe hinzufügen).



5. You will come to a landing page where you can drag-drop your MA Thesis file. Please make sure you submit the correct and final PDF-version. There will be no further possibilities to make further changes after the submission point. Please include your "Statement of Authorship" (!) on the LAST PAGE within your MA Thesis PDF file and (!) as a separate PDF file. Please ensure that your file names are: <LASTname_FIRSTname_NOHA-MA-Thesis.pdf> AND <LASTname_FIRSTname_Statement-of-Authorship.pdf>





Submit NOHA Master Thesis

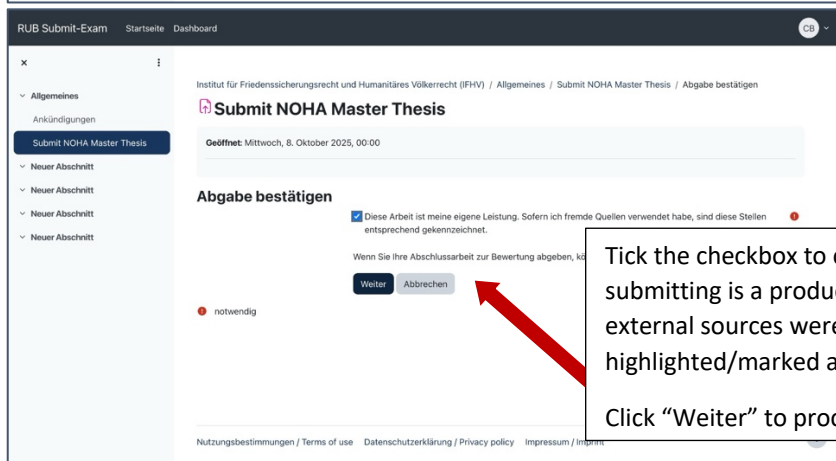
Geöffnet: Mittwoch, 8. Oktober 2025, 00:00

Abgabe bearbeiten

Abgabestatus

Abgabestatus	Entwurf (nicht abgegeben)
Bewertungsstatus	Bearbeitungs-Status nicht gesetzt
Zuletzt geändert	Montag, 13. Oktober 2025, 10:51
Dateiabgabe	Mustermann_NOHA MA Thesis.pdf 13. Oktober 2025, 10:51

LAST CHANCE to make changes!
Abgabe bearbeiten = to make changes
Abgabe entfernen = to delete
 When you are ready, click the green button:
Abgabe = to submit



Submit NOHA Master Thesis

Geöffnet: Mittwoch, 8. Oktober 2025, 00:00

Abgabe bestätigen

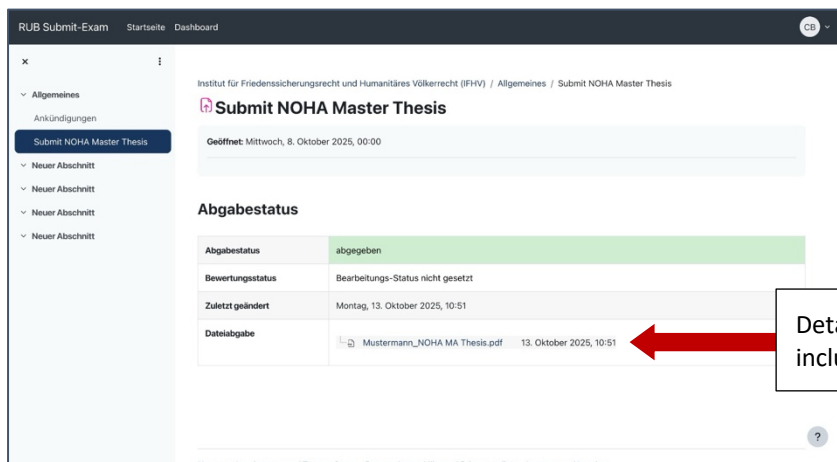
Diese Arbeit ist meine eigene Leistung. Sofern ich fremde Quellen verwendet habe, sind diese Stellen entsprechend gekennzeichnet.

Wenn Sie Ihre Abschlussarbeit zur Bewertung abgeben, können wir Ihre Arbeit für wissenschaftliche Zwecke verwenden.

weiter Abbrechen

Tick the checkbox to confirm that the work you are submitting is a product of your own work. Insofar as external sources were used, they would be highlighted/marked accordingly.
 Click "Weiter" to proceed!

6. Congratulations! You have successfully submitted your NOHA MA Thesis. You may make a screenshot of the following page, which has an exact timestamp of your submission.



Submit NOHA Master Thesis

Geöffnet: Mittwoch, 8. Oktober 2025, 00:00

Abgabestatus

Abgabestatus	abgegeben
Bewertungsstatus	Bearbeitungs-Status nicht gesetzt
Zuletzt geändert	Montag, 13. Oktober 2025, 10:51
Dateiabgabe	Mustermann_NOHA MA Thesis.pdf 13. Oktober 2025, 10:51

Details of your submission, including date and timestamp.

7. Please send an email to noha-exam@ruhr-uni-bochum.de and noha@ruhr-uni-bochum.de with your LATEST RUB Studienbescheinigung, and your signed Form Sheets C & D!

8. Your 1st supervisor (IFHV) and 2nd examiner (Host-Uni) will be notified of your MA Thesis Submission. NOHA MA Thesis grading period is 8 weeks. In the meantime, you may reach already out to your 1st supervisor to tentatively agree on your MA Thesis Defense Date.

* * *

For further enquiries, please contact:

NOHA @ RUB Examination Office

noha-exam@ruhr-uni-bochum.de

NOHA @ RUB Coordination Office

noha@ruhr-uni-bochum.de