

LEPL GEORGIAN TECHNICAL UNIVERSITY
ACADEMIC COUNCIL
RESOLUTION №01-05-04/57

Tbilisi

April 29, 2026

On the Introduction of an Amendment to Resolution №01-05-04/27 of the Academic Council of March 24, 2026 “On the Approval of the Rule for Preparing and Completing the Bachelor's Research Project/Thesis at the Georgian Technical University”

Pursuant to Article 63 of the General Administrative Code of Georgia; sub-paragraph “s” of the first paragraph of Article 21 of the Law of Georgia “On Higher Education”; in accordance with sub-paragraph “s” of the first paragraph of Article 8 of the Statute of the University, approved by Order №133/n of the Minister of Education and Science of Georgia of September 9, 2013 “On the Approval of the Statute of the Legal Entity of Public Law – Georgian Technical University”; and on the basis of the official memorandum of the Vice-Rector of the University, Tamar Tsereteli, and Minutes №01-05-042/08 of the session of the Academic Council of April 29, 2026, **the Academic Council of the Georgian Technical University hereby resolves:**

1. The amendment shall be introduced to Resolution №01-05-04/27 of the Academic Council of the University of March 24, 2026, and the “Rule for Preparing and Completing the Bachelor's Research Project/Thesis at the Georgian Technical University”, approved by the first point of the Resolution, shall be set forth in the attached new wording (Annex).
2. This Resolution may be appealed within 1 month of its publication to the Tbilisi City Court, through the Administrative Cases Panel, located at: Tbilisi, David Aghmashenebeli Alley, №64.

Chairman of the Academic Council

D. Gurgenidze

Secretary of the Academic Council

I. Kutubidze

Rule for Preparing and Completing the Bachelor's Research Project/Thesis at the Georgian Technical University

Article 1. General Provisions

1. This rule defines the rule for the preparation and completion, by a student (hereinafter – the Student) of a bachelor's educational program of the LEPL – Georgian Technical University (hereinafter – the University), of the bachelor's research project or bachelor's thesis envisaged by the syllabus of the relevant program.
2. The bachelor's thesis is work performed by the student individually; it is not a group project, whereas the bachelor's research project may be performed either individually or jointly by students of bachelor's educational programs united in a cluster, with the participation of a maximum of 4 students.
3. The bachelor's research project/thesis must reflect the practical and theoretical knowledge acquired during the period of study.
4. In the bachelor's research project/thesis, the student/group of students must be able to use methods characteristic of the field for its performance, to collect and interpret the relevant data, to analyze new and dissimilar data and/or situations, and to formulate a well-founded conclusion using standard and some distinctive/new methods.
4. The purpose of the bachelor's research project/thesis is to reveal the systematization of the knowledge acquired in the learning process, knowledge of the field, and practical and creative abilities.

Article 2. The Supervisor of the Bachelor's Research Project/Thesis

1. The supervisor of a bachelor's research project/thesis may be a member of the University's academic personnel (professor, associate professor, assistant-professor, assistant) holding at least a master's academic degree, scientific personnel (chief/senior researcher or researcher), a senior teacher, a teacher, an invited professor/teacher, or a professor emeritus.
2. The supervisor of the bachelor's research project/thesis meets the student/students regularly, two to three times a month during the semester, in order to provide the consultations necessary for the performance of the project/thesis and to become acquainted, in stages, with the work performed by the student/students.
3. One person may simultaneously supervise a maximum of 7 students' individual bachelor's theses/bachelor's research projects, or two group bachelor's research projects.

Article 3. Selection of the Thesis Topic

1. The list of bachelor's research projects/theses and of supervisors is reviewed and approved annually at the session of the academic department of the relevant faculty/school of the University.
2. The prospective supervisor of a bachelor's research project/thesis, in agreement with the supervisor of the bachelor's program, submits the prospective titles (topics) of the bachelor's

research projects/theses to the head of the academic department before the start of the approving semester.

3. For the purpose of taking a decision on the selection of the topic/supervisor of the bachelor's research project/thesis, the head of the academic department ensures the accessibility of the existing topics to the students of the approving semester of the bachelor's program. The student/group of students has the right to choose a topic or to declare a topic of interest to them.

4. The list approved at the session of the academic department (with an extract of the minutes attached) is transferred to the dean of the faculty.

5. At the beginning of the approving semester, within the deadlines established for academic registration, the student/group of students registers for the bachelor's research project/thesis (according to the relevant bachelor's program), after which they apply to the relevant academic department for the agreement of the topic and the selection of the supervisor.

6. The title of the bachelor's research project/thesis chosen by the student/group of students and the supervisor are approved by order of the dean of the faculty.

7. The supervisor of the bachelor's research project/thesis, at the beginning of the semester, explains in detail to the student/group of students the purpose of the research to be performed, and the ways of obtaining and extracting the data. The student/group of students must also have explained to them the structure, volume, formatting and assessment rule of the bachelor's research project/thesis to be performed (including of the materials to be presented for the midterm assessment).

Article 4. Structure and Formatting Rule of the Bachelor's Research Project/Thesis

1. The student/group of students prepares the bachelor's research project/thesis in the approving semester.

2. A prerequisite for the bachelor's research project/thesis may be the completion of the relevant practice/internship envisaged by the bachelor's program, or of other components.

3. The bachelor's research project/thesis must contain research.

4. The language of performance of the bachelor's research project/thesis is Georgian, except for those cases when the study proceeds in another language. Students of foreign-language bachelor's programs present the project/thesis in the language in which the study proceeds.

5. The structure of the bachelor's research project/thesis consists of the following parts:

a) title page;

b) table of contents;

c) introduction, which must briefly set out the purpose of the research, the task set and the way/ways of solving it;

d) literature review;

e) research and results (1-3 chapters);

f) conclusion(s);

g) list of the literature used;

- h) annex(es).
6. The title page of the project/thesis must include:
- a) the logo of the Georgian Technical University;
 - b) the inscription “Georgian Technical University”;
 - c) the name of the faculty/faculties;
 - d) the inscription “Bachelor's educational program” and the name of the relevant program/programs;
 - e) the four-digit code/codes in accordance with the national qualifications framework;
 - f) the relevant inscription “Title of the bachelor's research project/thesis:” and the title of the project/thesis;
 - g) the inscription “Submitted for obtaining the academic degree of bachelor”;
 - h) the number of the group/groups;
 - i) the name, surname and signature of the student/students;
 - j) the position, name, surname and signature of the supervisor;
 - k) the inscription “Tbilisi, 0160, Georgia”;
 - l) the year of completion of the project/thesis.
7. The recommended form of the title page of the bachelor's research project/thesis is given in the Annex (Annex 1).
8. The bachelor's research project/thesis must have an English translation of the title page.
9. Table of contents: it must contain the titles of the full text of all chapters and paragraphs of the work consecutively, with the numbers of their pages indicated on the right-hand side. The numbering of the pages must begin from the page following the table of contents, taking into account the number of pages of the title page, the annotation and the table of contents.
10. The recommended form and structure of the “Table of Contents” of the bachelor's research project/thesis are given in the Annex (see Annex 2).
11. References to the literature used must be made at the end of the cited text. The list of literature must be placed at the end of the bachelor's research project/thesis, according to the sequence indicated in the main text. The literature must be cited in the language in which it is written. For citing literary sources, the accepted APA style or Chicago style must be used. The use of a school-established style is permissible. Links to materials obtained from the Internet must necessarily indicate the exact date of their use or of access to them.
12. The formatting rule of the bachelor's research project/thesis:
- a) the text must be produced on A4 format (297×210 mm) paper of 80 g/m² density, font – Sylfaen, size 12;
 - b) all pages (except the title page) must be numbered consecutively. Leaving free space or a blank page before subchapters is not permitted. The next chapter must begin from a new page;
 - c) the minimum font size of the page numbers and of footnotes is 10. A larger font size may be used in the titles of chapters and subchapters;

- d) the spacing for the main text of the project/thesis must be 1.5;
 - e) the text must be printed on one side of the page only. In the electronic version, a margin of 30 mm must be left on the left side of the page, and 20 mm on the remaining sides. The page numbering is at the bottom, in the center. The bottom margin is counted to the number. In the bound and stitched version, a deviation from the indicated margin values within 5 mm is permissible;
 - f) the text must be printed on a laser printer or with a quality close to it. Orientation – portrait (vertical).
13. The volume of the bachelor's research project/thesis, excluding annexes (if any), must be no fewer than 15 and no more than 30 pages.
14. Depending on the specifics of the bachelor's program and/or the bachelor's research project/thesis, on the basis of the memorandum of the academic department and in accordance with the decision of the faculty council, the structure and formatting rule of the bachelor's thesis may differ from that defined by this rule.

Article 5. Assessment of the Bachelor's Research Project/Thesis

1. The components of the student's assessment are the midterm and final (defense) assessments.
2. The supervisor of the bachelor's research project/thesis, in the week of the midterm examination, assesses the student according to the work performed and enters the score of the midterm assessment into the relevant electronic record sheet.
3. The scaled score of the midterm assessment is obtained by the formula: $S = 6 \times M$ (points), where M is the score of the midterm assessment.
4. The maximum score of the midterm assessment is 30; the minimum positive assessment is 15 points.
5. The criteria of the midterm assessment (maximum assessment 5 points):
 - a) 5 points – the presented material fully corresponds to the assignment defined by the supervisor; it sets out the purpose of the research, the task set and the way of solving it; the terminology is correct and adequate;
 - b) 4 points – the presented material fully corresponds to the assignment defined by the supervisor; it sets out the purpose of the research, the task set and the way of solving it; there are certain flaws in the terminology;
 - c) 3 points – there are certain flaws of a technical nature in the presented material; the purpose of the research is formulated and the task is set; the way of solving the task is not clearly presented; the terminology is satisfactory;
 - d) 2 points – the presented material contains significant flaws; the purpose of the research, the task set and the way of solving it are not clearly presented; the terminology is satisfactory;
 - e) 1 point – the presented material is unsatisfactory;
 - f) 0 points – the material has not been presented, or material of other content has been presented.

6. The student/students submit the completed project/thesis (in the form of “documentary material”) to the supervisor no later than 5 days before the start of the week designated for the “submission of documentary material”.
7. The bachelor's thesis signed by the supervisor, and its electronic version on a CD, with the conclusion attached, are transferred, in accordance with the established procedure, to the operator of the “Strikeplagiarism.com” program for checking.
8. The student is not admitted to the final assessment (defense) if:
 - a) he/she fails to obtain the minimum positive assessment in the midterm assessment;
 - b) he/she fails to submit to the supervisor, in due time, the completed bachelor's research project/thesis in the form of “documentary material”;
 - c) the bachelor's thesis contains plagiarism.
9. The final assessment (defense) of the bachelor's research project/thesis is carried out by a commission consisting of at least 3 members, which is approved on the basis of the submission of the academic department/departments by order of the dean/deans, and which may include persons holding at least a master's academic degree: a professor, an associate professor, an assistant-professor, an assistant, a senior teacher, a teacher, including invited ones, a professor emeritus, or a chief/senior researcher or researcher of an independent scientific unit (institute, center) of GTU.
10. The assessment of a project/thesis by a commission whose composition includes its supervisor is not permitted.
11. The supervisor must, as a rule, attend the defense of the bachelor's research project/thesis.
12. The commission elects a chairman and a secretary from among its members.
13. The chairman of the commission must be a member of the academic personnel of GTU.
14. At the final assessment (defense), the representative (representatives) of the student/group of students delivers a presentation of the bachelor's research project/thesis (10-15 minutes), which is followed by questions and answers (a discussion). The students must answer the questions posed by those present at the time of the defense.
15. Each member of the commission assesses the student according to three components: the content and formatting of the bachelor's research project/thesis, the presentation, and the questions and answers. The form to be completed by a member of the commission is defined by Annex 3 to this rule.
16. The scaled score of the defense of the bachelor's research project/thesis is obtained by the formula: $S = 5 \times M$ (points), where M is the arithmetic mean of the sums of the scores of the assessments given by each member of the commission. Defense of the bachelor's research project/thesis (see Annex 4).
17. The maximum assessment of the defense of the bachelor's research project/thesis is 70 points, and the minimum positive assessment – 26 points.
18. The criteria of the final assessment by components:
 - a) content and formatting of the bachelor's research project/thesis (maximum assessment 6 points):

- a.a) 6 points – the project/thesis is presented in a complete form; the research carried out corresponds to the purpose; the task set is fully solved, and the chosen way of solving it is correctly realized; the terminology is correct; the quality of formatting is high;
 - a.b) 5 points – the project/thesis is presented in a complete form; the research carried out corresponds to the purpose; the task set is solved, and the chosen way of solving it is correctly realized; the terminology is correct; the quality of formatting is good;
 - a.c) 4 points – the project/thesis is presented in a complete form; the research carried out corresponds to the purpose; the task set is solved, and the chosen way of solving it is almost correctly realized; there are certain flaws in the terminology; the quality of formatting is acceptable;
 - a.d) 3 points – there are certain flaws of a technical nature in the project/thesis; the research carried out corresponds to the purpose; the task set is solved incompletely; the terminology is satisfactory; the quality of formatting is satisfactory;
 - a.e) 2 points – the project/thesis is presented with significant flaws; the research carried out does not fully correspond to the purpose; the task set is solved incompletely; the terminology is acceptable; the formatting contains flaws;
 - a.f) 1 point – the project/thesis is unsatisfactory; the research carried out does not correspond to the purpose; the task set is not solved; the terminology is inaccurate; the formatting is unsatisfactory;
 - a.g) 0 points – the project/thesis has not been presented.
- b) presentation (maximum assessment 5 points):
- b.a) 5 points – the presentation delivered is flawless; the terminology is correct;
 - b.b) 4 points – the presentation delivered is acceptable, but there are certain flaws in the terminology;
 - b.c) 3 points – the presentation delivered contains flaws of a technical nature; the terminology is satisfactory;
 - b.d) 2 points – the presentation delivered contains significant flaws; the terminology is acceptable;
 - b.e) 1 point – the presentation delivered is unsatisfactory; the terminology is inaccurate;
 - b.f) 0 points – no presentation took place.
- c) questions and answers (maximum assessment 3 points):
- c.a) 3 points – the answers given to the questions are flawless;
 - c.b) 2 points – the answers given to the questions contain certain flaws;
 - c.c) 1 point – the answers given to the questions only partially correspond to the questions posed;
 - c.d) 0 points – the answers given to the questions are inadequate, or there is no answer.
19. A student/group that scores a total of 41-50 points in the midterm and final assessments is admitted to a repeat defense within the timeframes of the make-up examinations. If the said student/group fails to score a total of 51 or more points at the repeat defense, the bachelor's research project/thesis will have to be performed anew. In the following semester, the

student/group may be granted the right to the same topic.

20. The results of the defense are formalized in the form of minutes, which are signed by the chairman and the members of the commission.

21. A student/group of students who does not agree with the assessment (the midterm assessment/the defense of the bachelor's thesis) is entitled to apply to the dean in writing, in accordance with the procedure established by the "Instruction for the Management of the Educational Process at the Georgian Technical University".

22. The supervisor of the bachelor's research project/thesis enters the information on the submission of the bachelor's research project/thesis (the submission of the "documentary material") and the assessment of the defense into the electronic record sheet within the established deadlines.

23. The thesis of the student/group of students is kept at the academic department in accordance with the established procedure.

[GTU logo]

Georgian Technical University

..... Faculty

..... Academic Department

Bachelor's educational program/programs „.....“

Code

Title of the bachelor's research project/thesis:

.....

(Submitted for obtaining the academic degree of bachelor)

Student/group of students:

Group №/Groups №:

Supervisor:

Tbilisi, 0160, Georgia

Year 202_

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GEORGIAN TECHNICAL UNIVERSITY

Faculty Academic Department

Assessment of the Bachelor's Thesis/Project by a Member of the Commission

- must be completed legibly or typed
- the form is printed on one page
- the maximum assessment is 70 points
- the minimum assessment is 26 points

Student/group of students	
Surname, name:	
Group number:	
Title of the thesis:	
Program/programs:	
Supervisor:	
Date:	

Member of the commission	
Surname, name:	
Position held, structural unit:	
Position:	

Assessment of the defense according to the criteria	Assessment score	Max. score
1. Content and formatting of the bachelor's thesis/project		6
2. Presentation		5
3. Questions and answers		3
Sum of the assessment scores:		

Explanation of the Criteria for the Assessment of the Bachelor's Thesis

1. Content and formatting of the bachelor's thesis/project

6 points	The thesis/project is presented in a complete form; the research carried out corresponds to the purpose; the task set is fully solved, and the chosen way of solving it is correctly realized; the terminology is correct; the quality of formatting is at a high level;
5 points	The thesis/project is presented in a complete form; the research carried out corresponds to the purpose; the task set is solved, and the chosen way of solving it is correctly realized; the terminology is correct; the quality of formatting is good;

4 points	The thesis/project is presented in a complete form; the research carried out corresponds to the purpose; the task set is solved, and the chosen way of solving it is almost correctly realized; there are certain flaws in the terminology; the quality of formatting is acceptable;
3 points	The thesis/project contains flaws of a technical nature; the research carried out corresponds to the purpose; the task set is solved incompletely; the terminology is satisfactory; the quality of formatting is satisfactory;
2 points	The thesis/project is presented with significant flaws; the research carried out does not fully correspond to the purpose; the task set is solved incompletely; the terminology is satisfactory; the formatting contains flaws;
1 point	The thesis/project is unsatisfactory; the research carried out does not correspond to the purpose; the task set is solved incompletely; the terminology is inaccurate; the formatting is unsatisfactory;
0 points	The thesis/project has not been presented

2. Presentation

5 points	The presentation delivered is flawless; the terminology is correct;
4 points	The presentation delivered is acceptable, but the terminology is flawed;
3 points	The presentation delivered contains flaws of a technical nature;
2 points	The presentation delivered contains significant flaws; the terminology is satisfactory;
1 point	The presentation delivered is unsatisfactory; the terminology is inaccurate.
0 points	No presentation took place

3. Questions and answers

3 points	The answers given to the questions are flawless;
2 points	The answers given to the questions contain flaws;
1 point	The answers given to the questions partially correspond to the questions posed.
0 points	The answers given to the questions are inadequate, or there is no answer

Commentary:

Commentary may be made according to each individual criterion

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Member of the commission	Signature	Date

GEORGIAN TECHNICAL UNIVERSITY

Faculty

Assessment of the Defense of the Bachelor's Thesis/Project

- must be completed legibly or typed
- the form is printed on both sides of one page
- the maximum assessment is 70 points
- the minimum assessment is 26 points

Date of the defense of the bachelor's thesis/project (d/m/y)	
Building, auditorium:	
Time:	

Total number of the members of the commission:	
Quorum:	
Number of the members present:	

Information about the thesis:	
Surname, name of the student/students:	
Group number:	
Title of the bachelor's thesis/project:	
Bachelor's program:	

Members of the commission — name, surname	Position held, structural unit	Position	Sum of the assessment scores
1.			
2.			
3.			
4.			
5.			
Average assessment score (M):			

The scaled score of the defense of the bachelor's thesis/project $S = 5 \times M = 5 \times \underline{\quad} = \underline{\quad}$
 where M is the average assessment score (the arithmetic mean of the sums of the assessment scores).

Chairman of the commission: _____

Members of the commission: _____

Secretary of the commission: _____