Universität Hamburg
DER FORSCHUNG | DER LEHRE | DER BILDUNG

FAKULTÄT
FÜR WIRTSCHAFTS- UND
SOZIALWISSENSCHAFTEN
Professur für Finanzwirtschaft
Prof. Dr. Alexander Szimayer

Guide for Writing Seminar Papers, Bachelor, and Master Theses

As of: 10.10.2025

General Requirements

THE BINDING REQUIREMENTS FOR THE FORMAT AND SUBMISSION ARE DETERMINED BY THE EXAMINATION REGULATIONS OR THE RESPONSIBLE STUDENT OFFICE. INFORMATION ON THIS IS USUALLY AVAILABLE ON THE HOMEPAGE OF THE RELEVANT STUDENT OFFICE.

The following requirements of the Chair of Financial Economics only apply if there are no or incomplete specifications in the respective examination regulations:

Scope

- Seminar paper: Max. 15 pages of text
- Bachelor thesis: Max. 20 pages of text (BA Soz.-Ök. about 30 pages of text)
- Master thesis: Max. 40 pages of text

Figures and tables are not included in the page count, provided they are displayed on a separate page. If they are embedded in the text, this does not apply. Exceptions to the length of empirical work are possible.

Formal Requirements

Form (mandatory due to the page limit!)

The paper must be written in DIN A4 format and justified text alignment.

- Page format:
  - Left edge: 3.5 cm
  - Right edge: 2.5 cm
  - Upper edge: 2 cm
  - Lower edge: 2 cm
- Font: No script, symbol, or similar typefaces
- Font size:
  - Main text: 12pt
  - Footnotes: 10pt
- Line spacing:
  - Main text: 1.5 lines
  - Footnotes: 1 lines

Note: The following information is not binding; it serves as guidance. The author may choose their own appropriate format. However, the paper must meet the general scientific requirements in its formal presentation. Regarding the external format of the paper, reference is made to professional journals such as 'The Journal of Finance' or 'The Review of Financial Studies'.

Abbrevations

Abbreviations used that are not in a German dictionary are to be listed in the list of abbreviations.

Citing

Examples:

- Black and Scholes (1973) show that for a call option on a stock, the option value generally increases with the stock price.
- It is generally true that for a call option on a stock, the option value increases with the stock price (Black and Scholes, 1973).
- According to Black and Scholes (1973): 'An option is a security giving the right to buy or sell an asset, subject to certain conditions within a specified period of time.'

References

Examples:

- Hull, J. (2008) *Options, Futures and other Derivatives*, 7th edition, Munich, Pearson Studium.
- Grossman, S. und Hart, O. (1982) Corporate financial structure and managerial incentives, in McCall, J. (Hrsg.) *The Economics of Information and Uncertainty*, Chicago, University of Chicago, 107-140.
- Black, F. und Scholes, M. (1973) The Pricing of Options and Corporate Liabilities, *The Journal of Political Economy*, **81** (3), 637-654.
- Drobetz, W. und Pensa, P. (2007) *Capital Structure and Stock Returns: The European Evidence*, Working Paper, University of Hamburg.
- O.V. (2010) URL: http://deutscheboerse.com/dbag/dispatch/de/kir/gdb_navigation/home?wp=DE0008469008, [20.06.2010].

Structure of the Paper/Thesis

The paper should have the following structure:

- Title page

  The title page should contain the following information:

  - Title of the paper/thesis
  - Name, address, student ID number, and program of study of the author
  - Name of the supervisor
  - the submission date approved upon admission.
- Table of contents
- List of figures (if necessary)
- List of tables (if necessary).
- List of abbreviations (if necessary)
- Main part of the paper/thesis
- Appendix (if necessary)
- References
- Declaration of scientific honesty

The exact wording of the declaration of scientific honesty can be found in the examination regulations.