Exemptions may be granted for exams, interim examinations and practical exercises.

**Procedure:** Fill in the form, make explicit for which exam you request an exemption and gather the required documents\*\*. Send the form and supporting documents to the teacher\*\*\* and ask him/her to fill in the advice and to sign the form. Next, send the completed form with the documents to **Boardofexaminers-3mE@tudelft.nl**.The Board’s decision will be communicated via e-mail. Any approved exemptions will be recorded in your Osiris overview.

**Name student**  Student number

Study programme       Cohort
E-mail address       Date application

**\*Requests an exemption from:**

|  |  |  |  |
| --- | --- | --- | --- |
| Course code       | Course name       | Teacher       | ECTS        |
| ☐The entire course | ☐ Interim examination       | ☐ Practical exercise       |  |

**On the basis of this demonstrable result, acquired during previous training:**

|  |  |  |  |
| --- | --- | --- | --- |
| Course code       | Course name       | Date result achieved       | ECTS       Grade       |
| Institute       |  | Study Programme       |  |

**Student’s motivation:**

|  |
| --- |
|        |

**\*\* Attachments:**

|  |
| --- |
| 1       2      3      4       |

**\*\*\* Examiner’s advice** (i.e. the teacher for whose course you are requesting an exemption):

|  |
| --- |
| I am satisfied that the student has reached all the learning goals of the (interim) examination/practical exercise: ☐ yes / ☐ no Motivation       |

**Examiner’s signature**

|  |
| --- |
|        |

\* Tick one box and, if applicable, specify which examination
\*\* Course descriptions for both courses incl. learning goals, transcript, diploma, etc.
\*\*\* The teacher for whose course you are requesting an exemption