**Application form for exemption**

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| Full name of student: | | Danish civil registration number (CPR): |
| Student number | Email address (student email): | Telephone number: |
| Education: | | Semester: |
| Module: | | Campus (CPH or AAL): |

What type of exemption are you applying for? (check below)  
  
\_\_\_ Additional exam attempts (4th or 5th)  
\_\_\_ The first-year rule, the participation requirement (the 12-month rule)

\_\_\_ The first-year rule, the passing requirement (the 24-month rule)

\_\_\_ Study inactivity

\_\_\_ Maternity leave

\_\_\_ Special exam conditions (e.g. extended examination time)

\_\_\_ Postponement of deadline for submission of written assignments\*

\_\_\_ Other topics

\* The application must be received by the Study Board no later than 4 weeks before the deadline. Enter the current and required deadline in the box below. The application must be supported by your supervisor; put your supervisor cc. on your application.  
  
What do you want to achieve? (Enter the module(s)/semester(s) in question)

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Please enter below if you have a plan for how you can complete your education/module

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Why are you applying for an exemption? What is your reason for applying? Are there any unusual circumstances in your situation that make you apply for an exemption?

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What documentation do you enclose for the unusual circumstances?

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PLEASE NOTE: You must enclose a STADS study journal. Any medical certificates must comply with section 5 of the [Executive Order on submission of declarations, etc. (Order no. 908 of 18 August 2011](https://www.retsinformation.dk/eli/lta/2011/908))

Date:

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Applications to the **Study Board for Architecture and Design** must be sent to [adstudyboard@create.aau.dk](mailto:adstudyboard@create.aau.dk)

*Applications must be sent via student email due to GDPR*