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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Statement of failed project examination  Please fill out a statement for each student, so as to reflect an individual assessment.  Supervisor must forward this statement to the study board  no later than 8 days after the exam  Ver. 1.0 | | | | | | | | | | | | | | | | | |
| To be completed at the request of the main supervisor | **Evaluators report:** | | | | | | | | | | | | | | | | |
| Name of student: | | | | |  | | | | Exam date: | | | |  | | | |
| CPR No. / Study No. | | | | |  | | | | Semester:  (ex. EIT3 or MED4) | | | |  | | | |
| Submitted “Blank”: YES / NO | | | | |  | | | |  | | | |  | | | |
| The evaluators recommend that the re-examination takes place on basis of (tick one box): | | | | | | | | | | | | | | | | |
|  | 🞏 | | The original report | | | | | | | | | | | | | |
| 🞏 | | A revised report  Date for handing-in the revised report: | | | | | | | | | |  | | | |
|  | | | |
| 🞏 | | A new report | | | | | | | | | | | | | |
| Possible proposals for new exam date: | | | | | |  | | | | | | |  | |  |  |
| Statement: | (deficiencies identified with the student as well as a guidance in the improvement) | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| Examiner’s name and signature:  Date: | | | | | | |  |  | | Main supervisor’s name and signature:  Date: | | | | | | |
| Supervisor’s name and signature:  Date: | | | | | | |  |  | | Supervisor’s name and signature:  Date: | | | | | | |
| To be completed by the Study Board | **Statement from the Study Board:** | | | | | | |  |  | | |  |  | | |  |  |
| The Study Board has decided that the re-examination must be made on the basis of: | | | | | | | | | | | | | | | | |
|  | | 🞏 | | The original report | | | | | | | | | | | | |
|  | | 🞏 | | A revised report | | | | | | | | | | | | |
| Date for handing-in the revised report | | | | | | | | | |  | | |
|  | | 🞏 | | A new report | | | | | | | | | | | | |
| New exam date: | | | | | | |  | | | | |  | | |  |  |
| Comments: | | | | | | |  |  | | |  |  | | |  |  |
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| Study Board Chairman’s name and signature  Date: | | | | | | | | | | |  |  | | |  |  |

**From “Examination Policies”, appendix 4: “Guidelines for holding re-exam in project modules”**

Re-examination in a project can take place in one of the following ways:

1. The student is assessed according to the rules corresponding to those of the previous examination on the basis of the original project report.
2. The student submits a project report that is revised and/or extended in relation to the original report. The revised project report is handed in before the expiration of a time limit agreed upon with the main supervisor. The student is assessed according to the rules corresponding to those of the previous examination, but on the basis of the new project report.
3. The student is assessed on the basis of a new project.

If a re-examination is due to the fact that the student has not passed an exam, a short written statement must be prepared on the initiative of the main supervisor, and sent to the study board no later than 8 days after the exam is held. The statement must include information on the reason that the student’s performance could not be considered as fulfilling the objectives of the project, and a substantiated recommendation stating in which of the above ways the re-examination should take place. In connection with this, guidance is given to the student as to what improvements will lead to the student being able to fulfill the objectives of the project.

The study board makes a decision about how the re-examination must take place. The decision is made on the basis of a recommendation from the main supervisor, and a statement from the student, obtained with at least one week’s notice.

The time period for holding the exam is stipulated by the study board on recommendation from the main supervisor and the student with 4 weeks’ notice. The time limit can be shorter than 4 weeks, if this has been accepted by the student.

Particularly for re-examination in master’s theses, the student hand in a project report with a revised formulation of the subject matter within a deadline stipulated by the head of study after which an exam is held on the basis of the new project according to rules corresponding to those of the previous exam.

A similar procedure is used at any additional re-examinations.