



Request to withdraw from a written or oral examination/presentation due to illness

Please note: It is not possible to withdraw from a written examination such as a seminar paper, term paper, homework assignment, essay etc. using this form, as this involves a longer processing period. Please contact the Examination Office if you are unable to attend due to illness!

In case of oral examinations, please contact the examiner in advance to clarify whether a later date in the same examination period would be possible. If so, you would not be required to provide a doctor's note for the first examination date.

Last name, first name:

Enrollment number:

unable to work from _____ **to** _____
(see enclosed [Doctor's note](#))

Examined assessment (written exam, presentation or oral exam) **and module name**
according to the registration overview in Selma:

1. Examination (*Prüfungsleistung*):

Date: _____ Examiner: _____

Module: _____

2. Examination (*Prüfungsleistung*):

Date: _____ Examiner: _____

Module: _____

3. Examination (*Prüfungsleistung*):

Date: _____ Examiner: _____

Module: _____

You do not have to submit the doctor's note to the Examination Office on the day of the examination. However, you must submit it immediately (i.e. without undue delay). You may also send it by post.

Please inform your examiner that you are not able to make it to your exam.

Date: _____

Signature

Attachment: Doctor's note