

To be submitted to the
Examination Office | Infothek

Exam Withdrawal Request due to malfunction

According to article 9a, paragraph 5 of the General Study and Examination Regulation (ASPO), students who are unable to attend an exam performance due to malfunction during the online-exam have to provide an evidence within three working days after the malfunction occurred.

Surname: _____

Student number: _____

First name: _____

Study course: _____

Due to malfunction during the online exam I request the withdrawal from the following examination:

(The provided information below must correspond with the examination details shown in your ahoi account.)

Examination number: _____

Course / Module: _____

Name of examination ¹: _____

Date of examination: _____

Examiner: _____

The evidence of the malfunction (e.g. evidence of the provider, screenshot etc.) is attached to this form.

City, Date

Signature - Student

¹ Written assignment, examination, presentation, etc.

To be filled in by the examiner, if not examination or oral exam

The examiner confirms that the examination performance is to be completed over a longer period of time and/or consists of several partial performances. The examination performance in its entirety cannot be fulfilled anymore due to the proven malfunction and is not to be graded. The evidence of malfunction is attached to this request form.

City, Date

Signature - Examiner

To be filled in by the Examination Office

The withdrawal due to malfunction was entered in the student's academic record in ahoi.

City, Date

Signature - Examination Office