

To be submitted to the  
Examination Office | Infothek

## Exam Withdrawal Request due to illness

According to article 11, paragraph 2 of the General Study and Examination Regulation (ASPO), students who are unable to attend an exam performance due to illness have to submit a sick note in writing within three working days after the illness occurred.

Surname: \_\_\_\_\_

Student number: \_\_\_\_\_

First name: \_\_\_\_\_

Study course: \_\_\_\_\_

### Due to illness 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 <sup>1</sup>: \_\_\_\_\_

Date of examination: \_\_\_\_\_

Examiner: \_\_\_\_\_

The original sick note issued by a doctor is attached to this form.

\_\_\_\_\_  
*City, Date*

\_\_\_\_\_  
*Signature - Student*

<sup>1</sup> 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 illness and is not to be graded. The evidence of the illness is attached to this request form.

\_\_\_\_\_  
*City, Date*

\_\_\_\_\_  
*Signature - Examiner*

### To be filled in by the Examination Office

The sick note was entered in the student's academic record in ahoi.

\_\_\_\_\_  
*City, Date*

\_\_\_\_\_  
*Signature - Examination Office*