**Form A.1   
REQUEST CHANGES TO INDIVIDUAL STUDY PROGRAMME TECHNICAL MEDICINE**

|  |  |  |  |
| --- | --- | --- | --- |
| Name student |  | Student number |  |
| Track | I&I  S&S | Cohort |  |

|  |  |  |
| --- | --- | --- |
| Student signature  Date | Name coordinator  Signature  Date | Board of Examiners’ Signature  Date |

**Course(s) to insert**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course code** | **Course name** | **EC** | **Choose:  Internship/ Elective/ Additional (see page 2)** | **External organisation\*** |
|  |  |  | make a choice |  |
|  |  |  | make a choice |  |
|  |  |  | make a choice |  |
|  |  |  | make a choice |  |
|  |  |  | make a choice |  |

**Course(s) to delete**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course code** | **Course name** | **EC** | **Choose:  Internship/ Elective/ Additional (see page 2)** |
|  |  |  | make a choice |
|  |  |  | make a choice |
|  |  |  | make a choice |
|  |  |  | make a choice |
|  |  |  | make a choice |

**Remarks:**

|  |
| --- |
|  |

**\*Taking courses outside of TU Delft**In order to include academic courses taken outside of the TU Delft (i.e., not in the database of studyguide.tudelft.nl), please fill in the name of the institute. Further information may be added in the remarks field. Provide the Master coordinator with: course descriptions, incl. the learning objectives of the courses to be inserted. Attach this information to the application to the Board of Examiners.  
Read articles 20 and 19 of the RGBE, about the student’s responsibility regarding the registration of external results and the maximum number of EC that may be included in the degree programme.

**Send this form to:** [**boardofexaminers-3mE@tudelft.nl**](mailto:boardofexaminers-3mE@tudelft.nl)

## How to fill in this form:

Handwritten forms are not accepted.  
The top section contains information about the student and their study programme.

**Cohort:** The academic year in which the TM MSc study programme was started.

**Courses:** Adding a course as an elective or as additional is subject to the approval of the Master coordinator. Course types:

* **Internship:** Record the course name as follows: [title internship] – [name organisation]. This will be printed on the diploma supplement.  
  In order to change the name of an internship, fill in the code and new name under ‘courses to insert’. Fill in the code and old name under ‘courses to delete’.
* **Elective:** A course can be chosen as elective when it is at MSc level and when its learning goals are considered relevant to the degree programme (TER article 5 + appendix).   
  It is possible to have more than the minimum number of EC in elective courses.
* **Additional**: Additional courses are not part of the degree programme. However, other compatible MSc courses that you complete during your MSc programme may be recorded under additional. Grades you obtain for additional courses do not count toward your weighted average, and thereby, do not contribute to obtaining a cum laude distinction on your diploma (RGBE Article 30).

Additional courses are recorded separately on the diploma supplement.

* **Obligatory**: These are the courses that must completed in order to finish the degree programme: obligatory courses cannot be changed (with this form).

**Signatures**: Unsigned forms will not be processed.

**Deleting courses**Take care not to delete too many courses. It is the student’s responsibility to ensure that their degree programme will still contain at least 180 EC.

The relevant regulations can be found on <https://www.tudelft.nl/studenten/faculteiten/3me-studentenportal/onderwijs/gerelateerd/regelingen-reglementen/>