|  |  |
| --- | --- |
| Studentnumber: |   |
| Name: |    |
| Study: | Choose programme  |

Please indicate, for each course for which you want an exemption, the grounds of the application and add evidence to support this. If you apply for exemption for multiple courses, then also use multiple forms. Take your evidence to the responsible lecturer of each course for which you want an exemption (see digital study guide) and ask for a signature to proof that the contents of both courses correspond. Hand in the signed form together with all the evidence at the EEMCS Service Desk to the attention of the Board of Examiners of your study program that will assess your exemption request.

You can contact your [academic counsello](https://www.tudelft.nl/studenten/faculteiten/ewi-studentenportal/organisatie/studieadviseurs/)r if you have any further questions.

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| **Course for which exemption is requested:** |
| Course code | Course name | EC |
|   |   |   |
| **Exemption is requested based on:** |
| Course code | Course name | Grade | Date result | EC |
|   |   |   | d-M-yyyy |   |
|  |  |  |  |  |
| Other:.  |

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| **Evidence** Add numbered attachments with a description of the course the exemption request is based on (from study guide), any (if available) copies of relevant degree certificates, certified grade lists, testimonials and other relevant materials, such as a description of used course material and sample exams. Only include relevant material! |
| Nr. | Description |
|   |   |
|   |   |
|   |   |
|   |   |

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| **Advice responsible lecturer concerning exemption request.** Based on the presented evidence.  |
| Name lecturer: Advice & explanation: |

Signature responsible lecturer + date

Signature student + date

Date approval Board of Examiners

Signature Board of Examiners

Send this form + evidence to [the mailbox of the Board of Examiners of your study programme](https://www.tudelft.nl/en/student/eemcs-student-portal/organisation/board-of-examiners)