**ACADEMIC YEAR 20….-20….**

**DEVIATION EXAM FIRST EXAMINATION OPPORTUNITY**

**To be filled out by student**

Name :

Student number :

Home University :

UGent email address :

**I wish to request a deviation for the following course:**

Course code :

Course name :

Semester :

Lecturer-in-charge :

Reason - Please specify\* :

\*Only well-founded reasons can be considered, e.g. force majeure.

An early start of the new semester at the home institution is not considered a well-founded reason since the academic calendar is known at the time of application.

**Whether or not a deviation is granted depends on the decision of the teaching professor.**

**Confirmation by the home university**

Name :

Position :

Email address :

Date :

Signature :

**To be completed in case of online examination**

It has been agreed that the exam will take place online. It is the student's responsibility to provide a clear and stable internet connection. If there is a problem with the internet connection during the exam, the student commits to immediately

1. contact the lecturer-in-charge by phone and
2. to provide the lecturer-in-charge with a print screen to prove this problem.

Telephone number and email address on which the lecturer-in-charge can be reached during the exam:

**I know that I have only two exam opportunities and I hereby want to request a deviation from the examination period for my first exam opportunity. According to the faculty regulations the re-take exam can be scheduled during the exam period of the first examination opportunity (first-or second-term within the same academic year) or within the three weeks following this examination period.**

**In agreement with the lecturer-in-charge the first exam opportunity is planned on:**

Day/Month/Year :

This exam will take place on campus / online (Please cross out what does not apply)

**Lecturer-in-charge Student**

Name : Name :

Date : Date :

Signature : Signature :

**PLEASE UPLOAD THE COMPLETED FORM ON OASIS UNDER ‘DOCUMENTS’ AND SEND A COPY TO** [**IRO.LAW@UGENT.BE**](mailto:IRO.LAW@UGENT.BE)

**BEFORE THE START OF THE FIRST EXAM PERIOD**

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