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Landshut University of Applied Sciences
Student Service Centre
Am Lurzenhof 1
84036 Landshut

Personal data:

First name and surname:	
Matriculation number:	
Study programme:	
Semester:	

Application date:

Application for an extension of the deadline
(in the event that the deadline is likely to be exceeded)

As a rule, the application must be submitted no later than one week after the announcement of the examination dates!

I hereby apply for an extension of the deadline in accordance with § 31 para. 4 APO for the

- Basic and orientation examination
- Examination (first submission) due to exceeding the standard period of study
- Repeat examination

for a reason for which I am not responsible.

Examination number	Name of the test	Attempt	Exam day and time	Reason

Enclosed is evidence¹ for the above reason:

1. qualified medical certificate² (see information sheet on behaviour in the event of incapacity to take examinations due to illness; certificate of health impairments)

2.

(please specify other proof)

Date, signature of applicant _____

¹Applications without justification or evidence will be rejected without further enquiry

²An official medical certificate is always required for a third or fourth attempt

Decision of the examination board:

- The application is granted.
- The deadline for the examination to be taken is extended accordingly.
- The application is not granted because

Date, signature _____

Certificate of health impairments that may justify inability to take the examination

Explanations for the attending physician:

If students withdraw from or cancel an examination for health reasons, they must notify the university immediately in writing and provide credible evidence of the illness or the health reasons claimed in accordance with the applicable examination regulations. For this purpose, students require a medical certificate that enables the university to answer the legal question of whether they are unable to take an examination on the basis of the information provided by a medical expert; i.e. the symptoms of the illness must be stated in a form that is understandable even for medical laypersons. A certificate of incapacity for work ("yellow slip of paper") is not sufficient!

Due to their duty to co-operate, students are obliged to disclose their complaints in order to determine their inability to take examinations and, **if necessary, to release the doctor treating them from their duty of confidentiality**. This does not mean that the doctor must disclose the diagnosis as such. A description of the physical and psychological effects caused by the illness is sufficient. However, stating the diagnosis may be appropriate in individual cases if it comprehensively describes the symptoms of the illness (e.g. feverish cold). This is in accordance with the Data Protection Act. According to Art. 16 Para. 1 of the Bavarian Data Protection Act, personal data may be collected if knowledge of it is necessary for the fulfilment of the task of the collecting body.

Details of the person examined

.....
Surname, first name

.....
Date of birth

.....
Semester address (postcode, town, street, house number)

Declaration by the doctor

My examination **today** on the question of the patient's inability to undergo examinations has revealed the following from a medical point of view:

Diagnosis (optional):

Expected duration of the illness: from to

Symptoms of illness/ type of performance impairment:

Exam anxiety / exam stress are the cause of the symptoms mentioned above

yes no

From my medical point of view, there is a significant impairment of performance

yes no

The health disorder is temporary

permanent/not foreseeable

Place, date

Practice stamp

Signature of the doctor