APPLICATION FORM FOR EXEMPTION

Academic year

**deadline: 1st semester 15 October / 2nd semester 15 Februari**

The complete form has to be handed in at the Faculty Secretariat Sciences and Bioenginering Sciences (4F107) or sent [studentenadministratie.we@vub.be](mailto:studentenadministratie.we@vub.be) [subject “Application xemption”].

Students have to register the course in Student Selfservice. The exemption is processed afterwards.

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| Enrollment number |  | Not yet enrolled |
| Name First name |  |  |
| E-mail address |  |  |
| Telephone number |  |  |
| Programme at VUB |  |  |

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| **VUB-Course for which exemption is requested**   |  |  | | --- | --- | | Title |  | | Catalog number |  | | Titular |  | | Number of ECTS credits |  |   **Course(s) upon which exemption is to be based**   |  |  | | --- | --- | | Title: |  | | Number of ECTS credits |  | | Hours theory |  | | Hours practice |  | | University / year |  | | Obtainded grade |  | | Web link to course file |  | |

**Please enclose:**

* Transcript of academic records(i.e. a copy of your diploma, qualification or certificate)
* An official brief description of the course outline and course material used

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| I declare that the information supplied herein is correct and complete. | |
| **Signature student** | **Date** |

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| **Section reserved for the titular:**  Advice of the titularis:  Favourable  Unfavourable  Additional information required::< specifieer >  In case of unfavourable advice: motivation:  The general learning outcomes of the programme unit were not achieved due to (please indicate)  insufficient similarity between course content  significant difference in number of contact hours/ECTS credits/teaching form  approach insufficiently scientific  credit certificate obtained too lang ago (>5 years)  Other: < motivatie >  In case of unfavourable advice: is a PARTIAL exemption possible?  No |  Yes  If yes, for which part: < gedeeltelijk vrijstelling voor ... >  Date:  Signature:  **Please send back the completedfile via internal mail to the faculty secretariat WE (4F107b) or via email to studentenadministratie@we.vub.ac.be** |

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| **Section reserved for the Dean**  Exemption granted  Exemption refused  Exemption refused, partial exemption granted  Date:  Siganture: |

The student was informed by e-mail on: