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 [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**

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| --- | --- |
| Title |       |
| Catalog number |       |
| Titular |       |
| Number of ECTS credits |       |

**Course(s) upon which exemption is to be based**

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| Title: |       |
| Number of ECTS credits |       |
| Hours theory |       |
| Hours practice |       |
| University / year |       |
| Obtainded grade |       |
| Web link to course file |       |

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**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 | [ ]  YesIf 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 grantedDate:      Siganture:  |

The student was informed by e-mail on: