

What to do if you fall ill during an exam?

If you do not attend an exam you are registered for without a proof of a just cause delivered in due time, this exam will be evaluated with "not sufficient" (5, 0*)

(§ 12 clause 1 and 2 of the study and exam regulations for Bachelor and Master study courses)

(§ 13 clause 1 and 2 of the study and exam regulations for the common Bachelor study courses with PH Freiburg)

So what to do if for example you fall ill?

- If before the beginning or the exam you feel so ill that you think your efficiency will be effected, you should in no case participate in the exam, but immediately consult a doctor who attests your incapability to attend the exam. ("can not participate in the school sport would not be an adequate reason!) The medical certificate has to be presented immediately to the appropriate examination office. (Of course you are allowed to participate in the exam despite sickness. In this case, however, a later presented hardship application (Härteantrag) with reference to minimized circumstances would be rejected, as you participate in this exam being aware of these circumstances. So you consequently are aware of the risk to fail)
- If you have already started the exam and you fall ill before the end in a way that you momentary feel unable to continue, you should inform the responsible professor and declare your resignation. After this you have to consult on a doctor immediately who furnishes a detailed certificate confirming the abruptly emerging inability to participate in the exam. With the presentation of this certificate you have to apply for a cancellation of the exam performance at the responsible examination board.
- If you start an exam within the period of your sick certificate, this exam will be fully valued, and you are considered healthy – the sick-certificate loses its validity from this date on! If you are sick or sick again at the next exam, you have to present a new sick certificate. (This is also valid for the assertion of other good reasons for resignation.)

If you have been registered for an compulsory examination last semester and you failed or could not attend due to e. g. illness you become automatically registered for the same examination in this semester.



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