

Office of Student and Academic Affairs

Visitor address: Campus.Office, Geschwister-Scholl-Straße 15, 99423 Weimar

APPLICATION FOR EXTENSION OF THE PERIOD OF STUDY

Note

Please submit your application for extension of the period of study to your examination office first. Following the examination committee's decision, submit the approval to the Student Office of the Student and Academic Affairs Office.

1. Personal information

Surname, given name _____

Address _____

Degree programme _____

Matriculation number _____ Telephone number _____

E-mail _____

2. Application

I am currently in the _____ semester.

I wish to submit an application to extend my period of study by _____ semesters.

Overview of all of the examinations remaining to be taken (including re-taken examinations) listing the semester in which you intend to, or are required to, sit for the examinations:

1. _____

2. _____

Detailed explanation of the reasons that caused the delay:

Please submit all evidence in support of the reasons provided above (doctors' notes, accident reports, employment contracts, etc.).

City, date _____ Signature _____

To be completed by the Examination Office:

Extension to _____

Date _____ Signature of the EC Chair _____