

## REGISTRATION FOR NEW / DEFERED EXAM

Registration deadline: 15th of February / 15th of September

The form is to be filled out for:

- Registration for a continuation exam (if the exam is failed),
- Grade improvement *or*
- Exam not taken due to sick leave

<b>Name:</b>	<b>Student Number:</b>
<b>E-mail:</b>	<b>Telephone:</b>

<b>Place of study (put a mark):</b> Sandviken ____ Breistein ____ Gimlekollen ____ Staffeldtsgate ____
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<b>Surname:</b>	<b>Course code:</b>
<b>Semester (put a mark):</b> SPRING ____ AUTUMN ____	<b>Date of the exam:</b>

<b>Do you wish to follow the lectures in the learning platform (put a mark)?</b> YES ____ NO ____
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**Information:**

It is your responsibility to check that the registration is registered on StudentWeb, and to withdraw within the deadline if necessary. It is also important and your responsibility to check the exam dates which are subjected to change.

See also section 37 of the Regulations on Studies at NLA University College: <https://www.nla.no/for-students/Rettigheterogplikter/ov/>. A student may take an examination in the same subject up to three times, regardless of whether the examination is passed. The restriction on the number of exam attempts applies to each particular subject, even if: - a) the course code for the subject has changed, b) is included with a different code in other study programs, or c) is included in a new form in a study program in connection with a transitional arrangement. In special cases, after a written reasoned and documented application, a fourth examination attempt



may be granted. If a student does not pass the assessment on a bachelor's thesis or any other major project tasks that require supervision or a self-designed problem, the student can submit their reworked thesis for a new assessment, unless otherwise stated in the curriculum.

**Date and signature:**

Delivering the form: The form shall be delivered directly to the place of study or digitally by e-mail. You will find the e-mail address at the top of the form.

