

Note on important regulations for examinations in accordance with the General Examination Regulations (APO, 01/10/2024):

Examination registration (Sect. 17)

- Anyone intending to take examinations must register for the examination in due form and time, stating the modules/subjects, and be admitted to the examination. Examination registration generally takes place online via the student portal during the registration period. Modules or course examinations which cannot be registered via the student portal must be registered with the help of the staff at the Centre for Studies.
- Delayed registrations are only permitted upon written request within a deadline set by the board of examiners, stating valid reasons and with the approval of the chair of the examination committee concerned.
- Withdrawal without consequences from an examination for which a student has already registered is only possible if the student de-registers online via the student portal **at least 7 days before** the examination date. Students are not required to give reasons for their withdrawal. If no official withdrawal has been received and the student has missed the examination for reasons for which they are responsible, the grade "not sufficient" must be awarded.
- An examination is deemed not to have been sat if registration has not been made in due form and time.
- Registration for an examination is only valid for the next examination date. **Admission to a resit or to a missed examination must be applied for again.**

Resit examinations (Sect. 21)

The first resit examination (second attempt) must be taken within a period of **twelve** months, the second resit examination (third attempt) must be taken within a period of **six** months after the result of the assessment of the previous resit examination has been announced.

Inability to sit an examination due to illness (Sections 19, 20)

- A medical certificate must be submitted in due time for all absences due to illness. See the announcement regarding the examinations on the DIT website.

Important notes:

Examination dates and rooms are **subject to change**. Therefore, please check the examination schedule **frequently** and shortly before the examination takes place!

You must be able to show identification in the examinations. Please bring your **student ID card** with you.

Notice: 04.04.2025

Chair of the examination committee (PK) M. Herntrei

Dean: G. Steckenbauer