



Filled in by the Executive Officer: Date/sign registered in FS:

Application for legitimate absence

If you cannot take an examination due to illness or for other pressing reasons, you must apply for legitimate absence to the Examinations Office. See the Academic Regulations for NTNU §5-6((5)).

Submit your application **at the latest one week after the first exam** for which the absence applies. Provide details of the exams for which you are applying for legitimate absence.

Documentation, such as a medical certificate, **must be attached** the application.

Name: _____

Birth: _____ Student number: _____

Course code(s): _____

Examination date(s): _____

The reason why I could not attend the exam(s):

Attached documentation:

Date: _____ Signature: _____

Send the application and documentation to your campus:

NTNU, Examinations Office, Postbox 8900, 7491 Trondheim

NTNU in Gjøvik, Postbox 191, 2802 Gjøvik

Examinations Office NTNU in Ålesund, Postbox 1517, 6025 Ålesund