



UMEÅ UNIVERSITY

Application for examination at another location than Umeå university

Examination is normally performed at the place where the course is given. If special reasons as to why the student can not take the exam at the place where the course is presented, there is an opportunity to take the exam at another authority. Special reasons are circumstances which the students have no control over.

Digital exams in Inspira can not be written at another place than Umeå university.

The student who wants to be examined elsewhere shall notify the administration at least a month prior to the exam and at least two weeks prior to the reexam.

In order for the student to be examined somewhere else than in Umeå, the examination needs to take place at the exact same day and time as the exam in Umeå, or in agreement with the course coordinator. It also needs to be supervised by approved exam supervisors, at an approved place (University or other authority, such as college or learning center (Lärcentrum)). The responsibility to arrange this lies upon the student and should be clarified in this application. The student is not allowed to finance this on his/her behalf.

Leave your application to the administration at the department of EMG. The application will be granted or denied by the course coordinator.

Every application will be individually assessed.



UMEÅ UNIVERSITY

Applicant student:

Civic number: _____

Name: _____

City: _____ Country: _____

E-mail: _____ Telephone number: _____

Course/section: _____

Course code: _____

Date and time for the exam: _____

Course coordinator: _____

The exam may occur:

University/locality: _____

Contact person: _____

Address: _____

Postal code: _____ City: _____

Country, if not Sweden: _____

E-mail: _____

Telephone number: _____

Will there be a cost for the exam? Amount: _____

Motivation for applying for examination at another location than Umeå
university shall be submitted on the next page.



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Students motivation for applying for examination at another location than
Umeå university:

Application date: _____

Students signature: _____



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To be filled in by the course coordinator:

Application of digital presentation/examination leads to following decision:

Granted

Denied

Motivation: _____

Date for decision

Course coordinators signature

Name clarification