



**Please observe! This form only concerns students taking courses at the Department of Law.**

The examination is normally performed at the university where the course is taken (i.e. normally in Umeå). If special circumstances are at hand, a student may apply to sit the exam at another university. Special circumstances are defined as situations that the student cannot influence or control. The student must apply at least one month before the day of the examination. The application should be addressed to the Department of Law.

Examination can be performed at another university if a number of practical conditions are fulfilled. Firstly, the exam must be held the same date and time as the exam at the ordinary place of examination (i.e. normally Umeå). Secondly, exam supervision comparable to that used at Umeå University must be arranged, and the cost of the supervision must be acceptable for the Department of Law. It is up to the student to secure such acceptable supervision at the other university, and information regarding the exam supervision must be given in this application. Under no circumstances will the student be expected to pay for the exam supervision.

If the application is approved, the student must also inform the teacher in charge of the course that the examination will take place at another university.

Every application will be evaluated individually.

Personal number (date of birth) \_\_\_\_\_ Admitted term; Spring \_\_\_\_\_ Fall \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Post code \_\_\_\_\_ City \_\_\_\_\_

Telephone number \_\_\_\_\_

E-mail \_\_\_\_\_

**The examination can be taken at:**

University \_\_\_\_\_

Contact person \_\_\_\_\_

Name, title, tel.nr. \_\_\_\_\_

E-mail \_\_\_\_\_

Estimated costs for exam hall/guard etc. \_\_\_\_\_

Course \_\_\_\_\_

Primarily responsible teacher \_\_\_\_\_

Date and hour of the examination \_\_\_\_\_

Date of application \_\_\_\_\_

Signature \_\_\_\_\_

**Please state the reasons for siting the exam at another University, the manner of exam supervision available at the other University and other relevant facts:**