

Examination Office

## Application for admission to an examination

*Please submit to the Examination Office of the relevant examination subject*

Registration number	
Surname, first name	
Current telephone number	
Current telephone number	
Current address	
E-mail address	
Subject of Study	
Final Degree	

**I hereby submit my binding registration for the following examination:**

<b>First Module</b>	
Examination subject	
Module code/module name	
Type of examination(s)	
Number of Examinations	

<b>Second Module</b>	
Examination subject	
Module code/module name	
Type of examination(s) (all examinations that are to be taken in this semester as part of the module)	
Number of Examinations	

**I am aware that**

1. I can cancel my registered examinations **during the registration and cancellation period** either online or in writing by submitting the relevant form.
2. I can only withdraw from examinations for a **valid reason** (e.g. illness) **after the end of the registration and cancellation period** (for written examinations up to 8 days before the examination date). Examination withdrawal notices must be submitted without delay.
3. I am obliged to check **my admission to examinations for which I am registered** during the **review dates** via the 'Studierenden-Online-Funktion' (online tool for students) or the Examination Office notice board and immediately report any discrepancies to the relevant Examination Office!
4. I am obliged to view my **examination results** during the week in which examination results are published via the Studierenden-Online-Funktion or the Examination Office notice board and that I have up to one month after the end of this week to appeal against the results; otherwise I irrevocably accept these results.

For more information visit the "Virtual Central Examination Office" website (<http://www.pamt.uni-kiel.de>)

**Declaration pursuant to Section 9 (6) Examination Procedure Regulations of Kiel University (PVO):**

I hereby declare that I have not lost my examination entitlement and am not currently in an examination procedure for the same or a similar degree programme at another institution of higher education.

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**Date, Student's signature**