



**Application for reasonable adjustment for students on maternity leave and
students with children or caring responsibilities
(Section 9 Subs. (15) of the General Examination Regulations (APO))
for submission to the Board of Examiners**

Applicant details

Full name: _____

Course of study: _____

Degree: _____

Address: _____

Telephone number: _____ Student ID: _____

E-mail address: _____@tu-braunschweig.de

Because of the reasons given in the enclosed documents, I am unable to complete the coursework or examinations listed below within the required time or in the form specified. I therefore wish to apply for an adjustment for the assessments listed below.

Title of coursework or examination	Examiner's name	Examination date	Adjustment applied for	To be completed by the Board of Examiners: The following adjustment is granted

Please see the guidelines on adjustments for examples.

I have enclosed the following supporting documents with my application:

Brief description of the special social circumstances (required)

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I understand that I am not entitled to the specific adjustment applied for.

I also understand that the Board of Examiners may request further information regarding the adjustment and that failure to provide this may result in my application being rejected.

Date: _____ Student's signature: _____

Board of Examiners' decision and notes

☐ The adjustment specified in the note on page 1 (list of examinations) is granted.

☐ The following adjustment is granted (incl. reasons):

☐ The application for adjustment is rejected. Reasons:

Date

Chair of the Board of Examiners' signature