

REQUEST to EXAMINATION BOARD (EB) - CSE

Complete this form by filling in the required information for your Examination Board request

PERSONAL INFORMATION

Student name	
Student number	
E-mail address	
Date of request	
First year of enrollment	
Number of attachments	

SUBJECT REQUEST

Mark the topic(s) of your request(s). Note that the EB will not consider requests without the required additional information (e.g. planning template etc.)

Form of [Master's Final project Contract and Course List, Two Master's Programme](#) or [Application Form for MSc colloquium](#) can be send directly to BOZ-MCSE@utwente.nl.

Add an up-to-date Study Progress Overview (SPO).

In case the final score of the internship is not available yet : add a declaration (mail message) of the supervisor that you are expected to have fulfilled the internship satisfactorily.

- ☐ **Extra resit or extra exam opportunity;** add (1) your planning ([template master planning](#)), (2) up-to-date SPO and (3) a motivation (below)
- ☐ **Exemption or transfer of results;** add (1) up-to-date SPO, (2) the form Request for exemption or transfer of results. And (3) a motivation (below)
- ☐ **Replacement of regular or elective course with alternative course;** add (1) up-to-date SPO and (2) a motivation (below)
- ☐ **Extension Master assignment;** add (1) up-to-date SPO, (2) an explanation/motivation of the head Supervisor (can be a mail) and (3) a motivation (below)
- ☐ **Postpone formal MSc graduation date;** add (1) up-to-date SPO and a motivation (below)
- ☐ **Other subject, namely** _____ ; add (1) your planning ([template master planning](#)), (2) up-to-date SPO and (3) a motivation (below)

ADDITIONAL INFORMATION

1. Did you consult a study adviser about your request(s)?
 Yes, name study adviser: _____ No
2. Did you report personal circumstances to a study adviser?
 Y Yes, name study adviser: _____ No
3. In which quartile is your request relevant? 1A 1B 2A 2B Other:

DETAIL DESCRIPTION OF YOUR REQUEST(S)

Request 1. Summarize your first request in **one** line (if you refer to a course - give the full OSIRIS course code and course name) If possible/needed, refer to the relevant article(s) in the EER or Regulations Examination Board:

Give arguments /personal circumstances why you think the Examination Board should consider your request:

Request 2. Summarize your second request in **one** line (if you refer to a course- give the full OSIRIS course code and course name) If possible/needed, refer to the relevant article(s) in the EER or Regulations Examination Board:

Give arguments /personal circumstances why you think the Examination Board should consider your request:

ANSWER/ DECISION PROPOSED TO EXAMINATION BOARD

Date:

Proposed Answer/decision:

Date:

Final Answer/decision (under mandate ☐ Yes, ☐ No: