

Application form for postponement of BSA on the grounds of personal circumstances

Academic year 2023-2024

Student information:

Student number		Date of birth	
Name and initials			
Programme			
Telephone number			
TU Delft e-mail address			

Attention:

- You are required to submit the applicable documents as listed in this form, as an attachment to this form. Make sure that all scanned documents are compiled in a single PDF file, otherwise the BSA committee will not take your request into consideration.
- The BSA Committee meets twice a year, namely in May and in July.
- Submit your application before the **10th of April 2024** or before the **14th of June 2024** to the BSA committee of your study program (for the contact details per study program, see the overview on page 2 of this form)
- The decision on whether to postpone the BSA on the grounds of personal circumstances is independent of the allotment of any extra study months made under the TU Delft Profiling Fund.
- The decision of the Dean or the Director of Education as to whether postponement of the BSA will be granted will be sent to you by e-mail.
- Only complete applications submitted on time will be considered.

The undersigned hereby applies for postponement of the binding recommendation on continuation of studies for the academic year 2023-2024 on the grounds of the following personal circumstances:

- Illness (incl. mental health problems)
- Pregnancy
- Physical, sensory or other functional disability
- Exceptional family circumstances
- Falling behind in studies as a result of the way in which the institute organised the programme
- Membership of an administrative body (Student Council, Faculty Student Council, Board of Studies, or of a student association recognised by the Graduation Support Scheme)
- Top-class sports activities with TUD top-class sports status
- Late registration for studies (after 30 September)

Date of first mention of personal circumstances to academic counsellor: _____

Name academic counsellor: _____

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Documents to be attached:

You are required to submit the following documents as an attachment to this form.

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1. Personal statement explaining the extent to which your personal circumstances have hindered your studies, and when.
2. Overview of your academic progress from Osiris
3. If you suffer from (chronic) disabilities: A study plan for the second year of the studies (drawn up in consultation with and signed by the academic counsellor or student counsellor)
4. Statement by academic counsellor (see [website](#)).
5. If relevant, a statement from the university doctor and/or psychologist (see [website](#)).

I hereby declare that I have provided correct and complete information to the best of my knowledge and to have attached authentic documents.

Name _____
Place _____

Student number _____
Date _____

Signature: _____

NB. *Despite this form being sent digitally this form must be signed*

Send this form including attachments to:

Opleiding	E-mail
Aerospace Engineering	BSA-AE@tudelft.nl
Applied Earth Sciences	BSA-CEG@tudelft.nl
Bouwkunde	BSA-BK@tudelft.nl
Civiele Techniek	BSA-CEG@tudelft.nl
Computer Science and Engineering	BSA-EEMCS@tudelft.nl
Electrical Engineering	BSA-EEMCS@tudelft.nl
Industrieel Ontwerpen	bsacommissie-io@tudelft.nl
Klinische Technologie	BSA-3mE@tudelft.nl
Life Science and Technology	excie_bsc_1st@chem.leidenuniv.nl
Nanobiologie	BSA-NB@tudelft.nl
Maritieme Techniek	BSA-3mE@tudelft.nl
Technische Bestuurskunde	BSAcommissie-TBM@tudelft.nl
Technische Natuurkunde	BSA-TN@tudelft.nl
Technische Wiskunde	BSA-EEMCS@tudelft.nl
Werktuigbouwkunde	BSA-3mE@tudelft.nl