

## Application form change courses

**Completely** fill out part 1 and part 2 of the form and send the digitally signed form, together with relevant documentation, via e-mail to the sub-Board of Examiners of the own programme.

### For changes regarding:

- Minor Abroad, please use the form "Formulier Aanvraag Goedkeuring Vrije Minor", available on: [tudelft.nl/onderwijs/opleidingen/minors](https://tudelft.nl/onderwijs/opleidingen/minors)
  - Study Abroad, please use the form "Application form study abroad", available on the student portal of Applied Sciences
  - Double Degree / Honours Programme, please use the forms via: [tudelft.nl/studenten/administratie/study-programme-administration](https://tudelft.nl/studenten/administratie/study-programme-administration)
- Discuss an intended request for an exemption with the academic counsellor on beforehand.

**Note: incomplete requests will not be processed!**

1. Student contact details			
Name student (+ initials):		Student nummer:	
Programme:			
Changes with respect to previously approved courses:			
<input type="checkbox"/>	Mandatory course: <u>advice programme coordinator / academic counsellor</u>		
<input type="checkbox"/>	Elective: <u>advice programme coordinator or (if applicable) track coordinator</u>		
Courses to be removed from the examination programme (add course description from study guide):			
Course code	Course name	EC	Level
		<b>Total EC</b>	
Courses to be added to the examination programme (add course description from study guide):			
Course code	Course name	EC	Level
		<b>Total EC</b>	
Explanation request:			
I have added the information from the study guide:	<input type="checkbox"/> Yes		
Request discussed with academic counsellor	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Explanation student: ...			
Date:		Signature student:	

## 2. Advice programme coordinator / academic counsellor:

The request for course change is justified

Yes

Partially

No

### Explanation advice:

Name:

Signature:

Position:

Date:

## 3. Decision sub-Board of Examiners

The request for course change is approved

The request for course change is not approved

### Explanation of decision

### Signature sub-Board of Examiners

Sub-Board of Examiners:

Name:

Signature:

Position:

Date:

**Check carefully before submitting the form to avoid delays.**