

2. Explanation of responsible instructor of the course for which exemption is requested or programme coordinator in case of Science & Technology component (no explanation required for company internship)			
Exemption course: the courses are equivalent in content, level and study load		<input type="checkbox"/> Yes	<input type="checkbox"/> Partially
Exemption component: the courses form a coherent package of relevant content and sufficient level and study load		<input type="checkbox"/> No	
Explanation:			
Name:		Signature:	
Position:			
Date:			

3. Decision Board of Examiners	
<input type="checkbox"/> The request for an exemption is approved	<input type="checkbox"/> The request for an exemption is not approved
Explanation of decision	
Signature sub-Board of Examiners	
sub-Board of Examiners:	
Name:	
Position:	
Date:	
Signature:	

Check carefully before submitting the form to avoid delays.

- ¹ If the request concerns an exemption for the internship, the information comprises of the following
- Contract & payslips for the entire contract period
 - Reference letter from your company in which it is stated what your tasks and responsibilities were during your work experience. This doesn't have to be a lengthy statement, as long as it is clear what were your tasks and responsibilities. You can also use the information from the [Study Guide](#) as a reference to what is expected from the statement.
- From the information it should become clear that the work experience was not used towards a study programme for which you received a diploma and that the work experience suffices in terms of duration, level and content to serve as an exemption for the internship.