Application for legitimate absence

If you cannot take an examination due to illness or for other pressing reasons, you must apply for legitimate absence to the Examinations Office. See the Academic Regulations for NTNU §5-6(5).

Submit your application at the latest one week after the first exam for which the absence applies. Provide details of the exams for which you are applying for legitimate absence.

Documentation, such as a medical certificate, must be attached the application.

| Name: __________________________________________________________ |
| Student number: ________________________________________________ |
| Course code(s): _______________________________________________ |
| Examination date(s): ___________________________________________ |
| The reason why I could not attend the exam(s):                   |
| Attached documentation:                                         |
| Date: ____________________ Signature: __________________________ |

Send the application and documentation to your campus:

NTNU, Examinations Office, Realfagbygget, 7491 Trondheim

NTNU in Gjøvik, Postboks 191, 2802 Gjøvik

Examinations Office NTNU in Ålesund, Postboks 1517, 6025 Ålesund

Filled in by the Executive Officer: Date/sign registered in FS: __________________________