Request to Appoint Examiner for an Individual Examination

(Antrag auf Einzelprüfungsberechtigung – English version)

Last name, First name (birth name, if applicable): ______________________________________________

Student ID number: ________________

Email: ____________________________

I request the following examiner

________________________________________________________________________

(Last name, First name)

Examiner’s contact data, incl. email address (please provide complete information)

to supervise my dissertation ☐ /administer an examination ☐

as my first examiner ☐ / second examiner ☐

for the degree programme: __________________________________________________/

subject: ____________________________.

Date

Last name, First name (first examiner)

Signature of first examiner

Date

Last name, First name (second examiner)

Signature of second examiner

Date

Signature of student

Date

Last name, First name (Head of Faculty/ Chair of Examinations Board)

Signature

Please note: This form must be completed and submitted to the responsible Head of Faculty or the responsible chair of the Examinations Board no later than 14 days prior to registering for the corresponding examination in order to ensure the orderly appointment of the examiner. The unit responsible for appointing the respective examiner should forward the signed document to the Examinations Office I. Following receipt of the complete and signed request form, the Examinations Office I will notify all participants via email.