

## **Notes, affirmation in lieu of oath and declaration of consent for examinations and online examinations at the HNEE**

NEE offers examinations in presence and, depending on the offer of the examiners, in online format. You can only take part in examinations if you have filled out and signed the form. The form will be kept in your student file.

Name, first name	
Adress	
Study program	
Matriculation number	

### **1. General information on the ability to take examinations**

If you feel unable to take exams on the day of the exam for health reasons, you have the last opportunity to withdraw from the exam shortly before the start of the respective exam. In this case, you are obliged to see a doctor immediately and to submit a medical certificate to the Student Support Service Department. However, it is not possible to take the respective examination again or to choose to take it in person or as an online examination until the next examination period.

If you have a medical certificate for the period of examination, but feel healthy and want to take the exam, you are free to do so. However, once you decided to participate in the examination although you have a medical certificate for this period of time you cannot invoke an incapacity afterwards.

If you are on maternity leave (6 weeks before and 8 weeks after a birth) for the period of the respective exam, you are exempt from taking any exam. However, you may participate in this examination. With your signature you declare that taking this examination is based on your own free decision and that you expressly wish to take this examination because your condition permits it and you feel healthy and able to do so.

### **2. Affirmation in lieu of an oath**

I hereby affirm in lieu of oath that I will take each examination personally, independently and exclusively with the use of permitted aids.

### **3. Your declaration of consent for data processing**

I hereby declare that I am aware that personal data is processed when using electronic procedures to conduct examinations and in particular when conducting online examinations. I have received and taken note of the data protection information. I am aware that the data protection information is published on the HNEE website and can be adapted so that I can become aware of any changes. I agree that a copy of my ID card will be taken during an online examination for an identity check and stored for the purpose of trouble-free identification during the examination.

**Date:**

**Signature:**