

### **Information for students regarding time allowed for final theses**

In accordance with sec. 19, para. 5 of the Framework University and Examination Regulations (RSPO) 2016, and also in accordance with all earlier versions of RSPO of HNEE, it is ruled that if applied for by the student the time allowed for final theses may be extended on account of reasons for which the student is not responsible. The upper limit for the extension of the time allowed is one month for Bachelor degree programmes and two months for Master's degree programmes. In addition to practical cases, including hardship cases, an illness is also considered to be a reason for which the student is not responsible.

If the extension of the time allowed is necessary for practical reasons or for reasons other than health reasons, please make a written, substantiated and signed application accompanied by an endorsement from the first assessor to the Examination Committee Office.

If you become ill while working on your final thesis, you must immediately notify the Student Support Service and International Office and provide evidence.

For practical reasons, including hardship case reasons, and also for illnesses the maximum extension of the time allowed is one month for Bachelor theses and two months for Master theses.

For students, who have a disability or who have a long-term illness before or during the time allowed, there is the possibility of making an application to compensate for disadvantage to the Examination Committee. You can obtain more information from the Student Support Service & International Office or the Academic Affairs Office / Examination Committee Office.

If due to illness and/or additional further practical or other reasons, a hardship case occurs and as a result the maximum possible extension is not sufficient, you can make an application for a hardship case to the Examination Committee (written application with signature, reason and proof of the reason, in the case of illness with medical certificate from a specialist doctor (a certificate of incapacity to work is NOT sufficient!!!) and an endorsement from the first assessor).