



Deadlines in the exam period of the fall semester 2011/2012

Exam period (7 weeks):	12 December, 2011 – 27 January, 2012
Signing up for exam dates:	From 8 a.m, Saturday, 3 December, 2011 (one week before the exam period starts)
Returning gradebooks to the RO according to Section 2. (19) in Annex 2 of the CSE, deadline for handing in receipts about payment of retake examination fee:	Until Monday, 30 January, 2012
Handing in credit transfer applications:	01 January, 2012

You can **sign up** for an exam date until **9 o'clock one working day before the exam** and you can **cancel** your exam registration until **9 o'clock TWO working days before the exam**.

Deadlines for course directors

Denial of electronic 'end-of-semester' signatures: Until midnight, 10 December, 2011

ATTENTION!

It is not possible to refuse a signature after this deadline.

Sending examination sheets of obligatory subjects to the RO: Until 27 January, 2012

Completing and sending examination sheets of electives and optionals to the RO: Until Wednesday, 28 December, 2011
(the third Wednesday of the exam period)

Examination sheets of oral exams have to be completed until 12 o'clock one working day after the exam, in case of written exams course directors are obliged to record the grade and the exam status in the ETR until 12 o'clock two working days after the exam.