# Examinations

At the end of each semester, this concludes with the examination periods (see Semester key points ). On this page you will find a brief summary of the procedures surrounding the examinations.

## General information

Study plans & module handbooks Regulations & Laws Compensation for disadvantages

### Examination law

Präsentation of the examination office Prüfungsrecht-FAQ Präsentation of the Social Affairs Department

### Exam types

- **Examination performance:** in the module table as **PL**, **sPL** (written), **mPL** (oral), **aPL** (alternative) labelled
- **academic achievement ("Schein"):** in the module table as **SL** labelled

## Register for examination

- **Registration period** is in the semester key points
- **Examination dates and registration:** https://campus.tu-ilmenau.de/ (with MFA, Anleitung)
- Formular (if not possible in HIS)
- Hand in: during the registration period at the examination office
- **Please do not hand in the form when registering online!**

### First enrolment deadlines

- Examination results of the first two semesters must be completed **at the latest 2 semesters** at the latest two semesters later (see §20 PStO-AB)
- Examination achievements that are entered in the module tables in the first semester must therefore be taken for the first time in the third semester at the latest, examination achievements from the second semester in the fourth semester at the latest
- Coursework (e.g. general studies, English, business studies in the "soft skills" area) is not affected by this

# Cancelling examinations

- **up to 4 days before the exam**
- **HIS:** https://campus.tu-ilmenau.de/ (with MFA)

- Formular (if not possible in HIS)
- Submission: up to 4 days before the examination at the examination office (can also be sent in advance by fax or e-mail to meet the deadline)
- **Please do not also submit the form for online cancellation!**

# Examination not taken

- **will be assessed as failed (NB, 5.0) without a certificate** (→ deadlines for failed examinations also apply here)
- in case of illness **immediately** see a doctor immediately
- Formular ("justified withdrawal")
- Formular ("Certificate of incapacity for examination")
- Submission: up to **3 days** after the examination date

# Examination failed

- **Exam must be repeated within 2 semesters**
- **Free attempt:** Formular
    - There are a total of 6 (IN, II) or 7 (BMT, TKS) free or grade improvement attempts (what you want to use them for is up to you).

# Exam failed twice

- Application for **2. W.** (2nd repeat examination) to the examination board
- Formular
- Submission: before the examination registration period at the Examination Office
- **Please note: The number of possible 2nd retakes is limited!** (BMT: 11, IN and II: 6, TKS: 7)

# Exam passed

- **Grade improvement:** Formular
    - There are a total of 6 free or grade improvement attempts (what you want to use them for is up to you)
    - must be registered at the latest before the defence of the thesis

# Lodge an objection

You can appeal against the assessment of examinations and coursework **within one month of notification** within one month of notification (cf. §37, para. 2, PStO-AB). The objection can also be submitted subject to the possibility that the examination has not yet been inspected.

# Materials

- Links/Materials/Old exams
- Sometimes your student council can also help.







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