Name

Address

To the

Prüfungskommission

Department of xxx

Place & date, XX.XX.XXXX

**Request for Academic adjustment for coursework and performance assessments**

Dear examination board,

I hereby apply for **academic adjustment for coursework and performance assessments** in the form of .... (e.g. extension of examination time by ...%, separate examination room, extension of the total duration of studies, ...) due to my ... (please name illness or symptoms which have an adverse effect on studies).

Briefly explain the impairment.

Yours sincerely,

Attachment: Medical certificate / academic adjustment of my home university