

Dear Examiner,

We have listed the scenarios that will occur during the grading.

Exam form	Submission	Oral exam	Result	Subsequent re-exam
Mandatory activities (Not approved)	-	-	NA	Yes
A: Written exam on premises	Yes	-	Grade	Yes
	No show	-	U	Yes
B: Oral exam	-	Yes	Grade	Yes
	-	No show	U	Yes
C: Submission exam	Yes	-	Grade	Yes
	No submission	-	U	Yes
D: Submission with following oral exam	Yes	Yes	Grade	Yes
	Yes	No show	-3	Yes
	No submission	-	U	Yes
E: Thesis	Yes	Yes	Grade	Yes
	Yes	No show	-3	Yes
	No submission	-	U	Yes

Mandatory activities

Mandatory activities, you shall register a **“NA” (=not approved)** on the examination record. If the student does not pass the mandatory activity, the student is still allowed to participate in the re-exam.

Grade

The student must be graded either by pass/fail or the 7-point scale.

Failed exam

The student must be graded with either “00” or “-3”, the student **fails the exam**. If the student does not pass the mandatory activity, the student is still allowed to participate in the re-exam.

Submission with following oral exam

The student may choose to **submit** the exam paper, but **not show up** at the oral exam. The student must be graded with a “-3” on the examination record, since the student cannot pass the overall exam without being present at the oral exam. The same goes for students who show up at the oral exam saying nothing or saying only that they wish to fail the exam.

No submission

If **no exam paper** has been submitted, you shall register a **“U” (= absent)** on the examination record.

Illness

If the **absence or lack of submission is caused by illness**, the student must be graded with a “U”. If the student hands in a doctor note at Student Affairs and Programmes no later than 8 working days after the exam day, the U will be annulled.