



**APPLICATION FOR
AEGROTAT (SICK) EXAMINATION**

NOTE: An aegrotat (sick) examination may be taken by a student who has been prevented from preparing, or who has been prevented from taking the **MAIN** examination as a result of illness. This is not applicable to supplementary/special/sick/exit examinations.

STUDENT NUMBER ID NUMBER:

TITLE: INITIALS: SURNAME:

CELL NUMBER: E-MAIL ADDRESS:

Indicate the applicable examination: June main examination November main examination

COURSE NAME: COURSE CODE:

SUBJECT NAME	SUBJECT CODE	PREDICATE MARK	AMOUNT

ENTITY: B102 ACCOUNT NR: 0125

R

MOTIVATION:

INSTRUCTIONS:

1. Attach original documentation as proof for motivation, e.g. Medical Certificate.
2. Proof of payment should be attached. (R98.00 per subject)
3. The application should be submitted to Student Services, at the faculty you are registered, within 3 (three) working days of the date of the examination concerned.
4. The aegrotat examination will be conducted on the supplementary examination date. Please consult the supplementary examination timetable that is available on the notice boards and the TUT web page, or enquire at Student Services.
5. It is the responsibility of the applicant/student to confirm at Student Services if the application was approved and to verify the examination date.

I confirm that I received the rules and instructions with regard to the aegrotat examination and I confirm that I have familiarised myself with these instructions, as well as the rules in par. 4.1.15 of the University Prospectus. I have submitted the application form and will personally obtain the outcome at Student Services.

Signature

Date:

FOR OFFICIAL USE ONLY

APPROVED

YES	NO	
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COMMENT:

STAMP

INITIALS AND SURNAME: DATE:

RULES AND INSTRUCTIONS FOR AEGROTAT (SICK) EXAMINATIONS

1. Aegrotat examinations shall be conducted, if possible, at the same time as supplementary examinations. Please consult the supplementary examination timetable that is available on the notice boards and the TUT web page, or enquire at Student Services.
2. An aegrotat examination shall, subject to the approval of the Registrar or his or her designate, be taken by a student who has been prevented from preparing for the **main** examination or from taking the **main** examination, during an examination period, on account of illness.
3. If a student has been prevented from writing one or more question paper(s) in a subject consisting of more than one (1) question paper(s), the student may take an aegrotat examination only in the question paper(s) concerned. The student shall retain the marks for the question paper(s) written during the main examination.
4. A student may **not** take an aegrotat examination if he or she has been prevented from taking a **supplementary** examination or if he or she could not complete a **supplementary** examination.
5. An application to take an aegrotat examination should be submitted to Student Services on the required form, accompanied by all the supporting evidence, as well as proof of payment of the fixed fee for the aegrotat examination, within three (3) working days of the date of the examination that the student has failed to take.
6. Aegrotat examinations shall be conducted and their marks calculated in the same manner as that of the main examinations. The predicate mark obtained for admission to the main examination shall also apply to aegrotat examinations.
7. A student who fails the aegrotat examination shall fail the subject(s) concerned, and he or she shall **not** be allowed to take a supplementary examination.
8. A student, who, for any reason whatsoever, does not take the aegrotat examination, shall fail the subject(s) concerned, and **no** further examination opportunity shall be granted.
9. It is the responsibility of the applicant/student to confirm at Student Services if the application was approved and to verify the examination date.

REGISTRAR

DATA PRIVACY NOTICE

Tshwane University of Technology (TUT) is committed to safeguarding personal information in line with the requirements of the Protection of Personal Information Act No.4 of 2013 (POPIA). TUT confirms that any personal information collected in terms of this document shall be processed lawfully in compliance with POPIA. The University may, if necessary disclose your personal information to approved third parties or related agents to carry out its function(s) in accordance with the purpose for which the information is requested. Such disclosure shall always be subject to a written agreement concluded between the University and such a third party ("the recipient") obligating the recipient to comply with strict confidentiality and all the information security conditions and Provisions as contained in the POPIA.