

Request for foundation course extension

Please complete and sign this form and submit it, together with all the necessary supporting documents, to the university's Registrar's Office: Studierendensekretariat der Universität Paderborn, Warburger Str. 100, 33098 Paderborn. Your request must be submitted at the latest by the deadline for re-enrolment pursuant to § 9, Para. 1 of the current valid version of Paderborn University's Enrolment Regulations for the semester following the last foundation semester.

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Personal information

First name and surname _____

Course _____ Matriculation no. _____

I hereby request extension of my foundation course for the following reason:

Reason	Supporting documents required
<input type="checkbox"/> Disability or chronic illness (max. extension two semesters)	Medical certificate (valid certificate, signed, dated and stamped by the relevant doctor's surgery), confirming that your ability to study is so significantly limited that you are unable to adequately take part in the course. The certificate must also specify the extent to which you are limited in your ability to study.
<input type="checkbox"/> Academic body representative (max. extension one semester) Academic bodies: Senate, Faculty Council, Students' Parliament, German General Students' Committee (ASTA), Student Council (Faculty), Student Representative Council, Student Union Administrative Council	Confirmation from the respective academic body
<input type="checkbox"/> Equal Opportunities Officer (max. extension one semester)	Confirmation from the university
<input type="checkbox"/> Care for and upbringing of a minor (max. extension two semesters)	Copy of the child's birth certificate
<input type="checkbox"/> Provision of care for a relative (max. extension two semesters)	Written explanation of the relevant family relationship (e.g. on Page 2 of the form) and related documentation, such as medical certificate or care/nursing assessment
<input type="checkbox"/> Other similar circumstances (max. extension two semesters)	Detailed written explanation (e.g. on Page 2 of the form) and appropriate documentation

The extended foundation course will be deemed successfully completed once you have completed the minimum number of credits and minimum graded and non-graded work required of a two-semester foundation course pursuant to § 8, Para. 3 (1) and (2) of the vocational training-related university entrance regulations (BBHZO).

X _____
Place, Date, Signature

