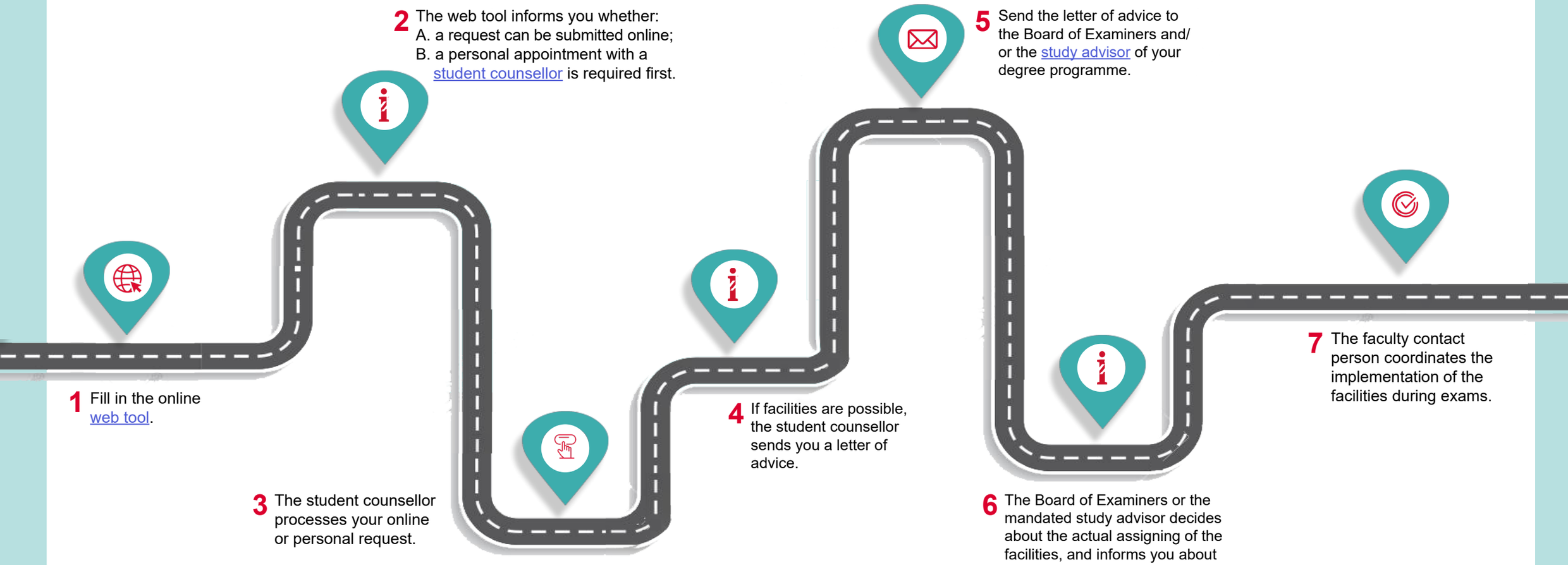
university of groningen

How to request for (exam) facilities? Please follow this route:



1 Fill in the online web tool.

2 The web tool informs you whether:
A. a request can be submitted online;
B. a personal appointment with a student counsellor is required first.

3 The student counsellor processes your online or personal request.

4 If facilities are possible, the student counsellor sends you a letter of advice.

5 Send the letter of advice to the Board of Examiners and/ or the study advisor of your degree programme.

6 The Board of Examiners or the mandated study advisor decides about the actual assigning of the facilities, and informs you about any practicalities.

7 The faculty contact person coordinates the implementation of the facilities during exams.

rug.nl/ssc