

APPLICATION FOR EXAMINATION AT UNIVERSITY OF AGDER

Application deadline: 4 weeks before examination date

To be completed by the student

Name: _____ Telephone number: _____

Address: _____

E-mail address: _____

Location for the exam – Kristiansand or Grimstad: _____

Course code and name: _____

Exam duration (hours): _____ Exam date: _____

To be completed by the contact person at the external institution:

Name of contact person: _____

E-mail address: _____

Name of external institution: _____

Address of external institution: _____

Special arrangements: (if any) _____

We hereby confirm that we have read the information on the back of this form, and that the student is allowed to take the examination in question at the external institution.

Place and date

Signature, contact person

Signature, student

INFORMATION REGARDING EXAMINATION AT UIA

Students from other institutions who would like to take their examinations at the University of Agder must pay :

- **Kr 500,-** registration fee (must be paid even if the student does not take the exam)
- **Kr 500,-** handling fee (if the exam is completed)
- **A total of kr 1000,- for each examination**

In addition the student must cover any invigilation costs if there are no other exam scheduled at UIA on the day of the exam. Costs are as follows:

- **Kr. 200,-** per examination hour, plus 1 hour before and 1 hour after the examination

The above does not apply to incoming exchange students at UIA. No fee is charged for these students.

If you have any questions, please contact:

- carlyn.e.sehm@uia.no – if you wish to take your exam at Campus Kristiansand
- University of Agder
- Postboks 422 Lundsiden, 4604 KRISTIANSAND
-
- janny.undheim@uia.no if you wish to take your exam at Campus Grimstad
- University of Agder
- Serviceboks 509, 4898 GRIMSTAD