

**Request one-time exemption personal circumstances
On purpose of the IND study progress check 2023**

*Please send the completed form to the ESA student counselors:* *studentcounselors@tue.nl*

***To be completed by the student:***

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| **Full name** |  |
| **Student ID number** |  |
| **Name of degree program** |  |
| **It concerns the following personal circumstances:**  | □ psychological circumstances □ medical circumstances□ family circumstances□ functional impairment□ other…… |

***Please answer the questions below:***

Can you elaborate on the personal circumstance?

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What is the relationship between the personal circumstances and the study delay? To what extent and in what way did the personal circumstances influence your studies?

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What did you do to cope with the circumstances and to minimize your study delay?

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Did you have contact with healthcare providers from within or outside the TU/e because of the personal circumstances, or have you sought help in another way? Do you have official proof confirming this?

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Did you have contact with your academic advisor about your study delay or your personal circumstances? What is the name of your academic advisor?

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Do you have supporting documents to proof your situation? Attach supporting evidence to this request.

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