

What to do in case of illness before or during an oral examination?

If you get ill on the day of your examination, you are obligated to do the following steps:

1. **Before the start** of your examination:
 - a. Please inform your examiner(s) via phone or email.
 - b. Please inform the examination office in written form via email (spv-sozialwissenschaften@hhu.de).
2. Consult a medical doctor on the day of your oral examination and ask him or her to fill in the **medical certificate form**. Alternatively a medical certificate can be issued as an informal letter if it includes all information required.

The medical certificate form can be found [here](#).

3. The medical certificate has to be submitted to the examination office **within four days**.

If you do not comply with these regulations the examination will be graded as a fail!