

**Application for permission to apply for admission to a Master's  
degree programme you have previously been enrolled in  
at AU or another Danish university.**

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Dear applicant.

Below you will find information about the documentation that you need to upload to your application in the application system along with your application for permission. Read the information carefully before you fill in the form on page 2-3.

When you apply for dispensation, you must:

1. Fill out the form on the next pages with your information. Furthermore, you must fill out the "additional comments" section in which you explain and specify your grounds for application. You can fill out the form on the computer (please note that you must open the form in a pdf program (e.g. Adobe reader) – or alternatively by hand writing in order to save your typing.
2. Upload the completed form to your application for admission in the application system along with your relevant documentation.

Without the relevant documentation, Aarhus University will not be able to assess your application. Consequently, lack of documentation or inadequate documentation will delay the assessment of your application. Please note that your documentation must include stamp and signature from the issuing authority.

### **Deadline**

Your application for permission must be uploaded as soon as possible to your application in the application system.

If your documentation is missing or inadequate, you must upload documentation within a set deadline. Otherwise, you will receive a rejection of your application for permission.

Our processing time depends on the type of case and on whether the documentation is complete. You will receive a written reply to your application through the application system.

**Application form for permission to apply for admission to a  
Master's programme you have previously been enrolled in  
at AU or another Danish university.**

**1. Personal details:**

Danish CPR-number (or your birthday DD.MM.YYYY in case you do not have a Danish CPR number):

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First name(s):

Surname:

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Phone number:

Email:

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Address:

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Postal code:

City/Country:

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**2. Please state whether you have withdrawn from your former institution yourself, or whether the institution withdrew you (use the spacebar to mark):**

- I withdrew myself on the following date: \_\_\_\_\_
- I was withdrawn by my former institution on the following date: \_\_\_\_\_

**3. Please state the reason why you withdrew yourself or the institution withdrew you (use the spacebar to mark):**

- I have used all my examination attempts
- I was withdrawn due to study inactivity
- I exceeded the maximum time of study
- I am permanently expelled from the university I was previously enrolled in.
- Other:

**4. Based upon the following, I apply for permission to apply for admission to a  
Master's programme I was previously enrolled in (use the spacebar to mark):**

- I can document that I have significantly improved my possibility to complete the study programme.
- The content of the degree programme has changed significantly since my previous enrolment
- Other:

**5. Remember to attach the following documentation to your application:**

Transcript of records *including all examination attempts*, reason for withdrawal, letters of rejection of previous applications for dispensation and relevant doctor's notes and/or psychological statements (see page 1 regarding documentation).

**Additional comments (explanation and specification of the grounds for application):**