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## WHAT IF YOU MISS YOUR EXAMS

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You have worked hard throughout the semester or year to prepare for your exam and it could be devastating to miss sitting for an exam (eg by arriving 5 minutes too late). You could even have taken leave for the exam and you can't see the possibility of not writing the exam as you planned. As hard as it is to accept, you need to understand that Unisa has specific rules to create structure for the examination process.

The specific invigilator is not punishing you – he or she is just implementing the institutional rules. At that specific moment, as much as it is hard to accept the news that you cannot write the exam, it is also not effective for you to start an argument with the invigilator about allowing you to write the exams, since this could create other challenges. It would be more effective that you start thinking about the options you have.

NO

### Aegrotat and special examinations

Aegrotat or special examinations may be granted for the following reasons:

- Illness on or before your examination date. You must provide a valid medical certificate specifying the duration, nature and length of the illness, and state that it was not possible for you to sit for your examination.
- Extenuating personal circumstances. These include work commitments, serious illness or the death of a relative during the examination period. Evidence of these circumstances must be produced.
- Applications must be submitted within 10 working days of the original examination date.

Please note: You cannot apply for an aegrotat or special exam on the basis of unforeseen circumstances or illness after you have written the exam. You may only apply for an aegrotat or special examination once you have been admitted to the exam.

5  
minutes  
late?

YES

### Re-register for the module

If you are not eligible for an aegrotat or special examination, you will need to re- register for the module.

E-mail: [aegrotats@unisa.ac.za](mailto:aegrotats@unisa.ac.za)  
(include your student number in the subject line)  
Post: PO Box 392, Unisa, 0003  
Please keep copies of your application.

*Missed  
opportunity*