

When and where to report any special circumstances that cause or could cause a study delay:

<i>who should report?</i>	<i>where to report?</i>	<i>when to report?</i>	<i>why to report?</i>
first-year students (first enrolment in a certain program)	Dean of Students	within 2 months of the occurrence of the special circumstance, and at the latest before 1 July	possible deferral bsa; possible financial compensation; advice/referral
students for whom the bsa has been deferred in the first year	Dean of Students	as soon as it becomes apparent that, owing to (same or different) circumstances, it will not be possible to meet the BSA standard again, and at the latest before 1 July	possible new deferral bsa
students in the 1 st to 4 th year of enrolment in higher education	Dean of Students	within 2 months of the occurrence of the special circumstance	possible financial compensation; advice/referral
non-EER students	Dean of Students	a.s.a.p.	exception to annual 50% study progress requirement and possible financial compensation
premaster students TiSEM	Education coordinator	a.s.a.p.	exception to the study progress requirement for admission to the master's program
premaster students other schools	Education coordinator	if the student needs it	discuss study planning, schedule questions, subjects, examination board procedures (e.g. additional resits, postponement of deadlines)
all students in 5th year higher education and later	Education coordinator	if the student needs it	discuss study planning, schedule questions, subjects, examination board procedures (e.g. additional resits, postponement of deadlines)

See also websites

[Binding study advice](#)

[Study delay](#)

[Examination facilities](#)

