

Regarding doctor's note

This document is a guide to which information a doctor's note should encompass. If you as a student need further information in relation to sickness at the exams, please consult your Study portal.

When applying for an exemption, the applicant might be asked to provide documentation for unusual circumstances.

A doctor's note does not in itself guarantee that the application will be accommodated. Thus, it is important to provide a detailed doctor's note to support the application as best as possible.

For the doctor's note to provide relevant information in relation to support the application, it should contain the following information:

- The patient's name, CPR-number and address
- The doctor's name, authorisation ID, company address and degree.
- Specification of what information in the certificate is based on the doctor's own examination of the patient, and what information derives from the patient, third parties or medical records, etc.
- A medical assessment of how the condition affects the student's ability to study and – if relevant diagnosis and symptoms.
- Specific timeframe. During which period has the student been ill, and, if possible, what is the timeframe for the student's recovery?
- Finally, the certificate must be dated and contain the doctor's signature or the equivalent.

Aarhus BSS Studies
Email

Page 1 of 1

The doctor's certificate must be issued in accordance with Ministerial Order no. 908 of 18.08.2011 (Ministerial Order on the issuing of certificates).

The certificate is given to the student, who covers all related costs.

If you have any questions about the content or form, please contact the relevant case officer before submitting the application for exemption and any relevant documentation. You can find the contact information on the Study Portal.

Everyone involved in the processing of the application for exemption have a duty of professional secrecy. This means that any sensitive information is protected by the Ministerial Order no. 433 of 22.04.2014 (The Danish Public Administration Act) section 27, paragraph 1, item 1.