

Information sheet on the extension of the duration of studies: grounds and supporting documents

Please note that the decision on a request will be taken on the basis of your documented description and the grounds provided, and your individual academic situation.

Additionally, the reasons given will be examined to determine whether this results in or has resulted in particular hardship for the applicant, which justifies an extension of the deadline. An extension of the deadline can only be granted if it serves the purpose of successfully completing the studies.

Documents to enclose with the request to extend the duration of studies:

| The grounds for the request | Proof/documents to be submitted |
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| Illness, accident | Medical proof: doctor's note, medical certificate, hospital report etc. If these documents are not in German, French, Italian or English, a certified translation can be requested subsequently. |
| Military service, compulsory community service/civil defence | Copy of the <i>Dienstbüchlein</i> [military service book] or the order to appear, if service lies ahead |
| Family reasons, e.g. pregnancy/birth, care of own children, other | Birth certificate, doctor's note <u>Other reasons:</u> relevant documents |
| Activities as a member of an ETH student association | Confirmation of the responsible board member |
| Academic grounds, e.g. deadlines Bachelor's or Master's thesis, difficulties finding a thesis/supervisor, difficulties finding a practical training, other | <u>Bachelor's thesis:</u> Agreement regarding start and submission dates of the Bachelor's thesis; in the event of delay after beginning the thesis: confirmation for an allowed later submission date; <u>Master's thesis:</u> If the Master's thesis is not yet registered in myStudies under "Arbeiten", a written confirmation from the future thesis supervisor about already made inquiries/acceptances as well as dates of beginning and end of the Master's thesis must be submitted. <u>Other grounds:</u> relevant documents |