TH Aschaffenburg
university of applied sciences

Please send it <u>only</u> via your university student e-mail address to: studienbuero@th-ab.de
The Student Office reserves the right to request the original medical certificate in individual cases. **Therefore, please keep the original for at least six months.**

Ärztliches Attest / *Medical Certificate*

1) Untersuchte Person (von der/dem Studierenden auszufüllen) / *Examined person (filled in by the student)*

Nachname / *Last name*	Vorname / *First name*	Geburtsdatum / *Date of birth*
Straße, Nr. / *Street, Nr.*	PLZ, Wohnort / *Postcode, Place of residence*	
Studiengang / *Degree programme*	Matrikelnummer / *Registration number*	
Betroffene Prüfung(en) und Datum / *Affected examination(s) and date*		

2) Erklärung der Ärztin/des Arztes / *Declaration of the doctor*

<u>Erläuterung für den Arzt/die Ärztin / *Explanation for the doctor*:</u>

Nach ständiger Rechtsprechung des Bundesverwaltungsgerichtes fällt der Prüfungsausschuss der Hochschule die Entscheidung über die Prüfungsunfähigkeit von Studierenden. Grundlage hierfür ist in der Regel ein ärztliches Attest, das für Nichtmediziner nachvollziehbar darlegt, warum Studierende nicht an einer Prüfung teilnehmen können bzw. konnten.
Studierende sind aufgrund ihrer Mitwirkungspflicht grundsätzlich dazu verpflichtet, zur Feststellung ihrer Prüfungsunfähigkeit ihre Beschwerden offen zu legen und hierzu erforderlichenfalls den behandelnden Arzt/die behandelnde Ärztin von der Schweigepflicht zu entbinden. Die Diagnose selbst muss nicht genannt werden, wohl aber die körperlichen bzw. psychischen Auswirkungen, die die Leistungsfähigkeit erheblich mindern oder an der Prüfungsteilnahme hindern (z. B. Bettlägerigkeit, Immobilität, starke Konzentrationsstörung durch Schmerzen).

Meine Untersuchung zur Frage der Prüfungsunfähigkeit bei o.g. Patient/Patientin hat aus ärztlicher Sicht Folgendes ergeben:

Art der Leistungsminderung bzw. Hinderung an der Prüfungsteilnahme (bitte <u>keine</u> Diagnoseschlüssel verwenden):

_____

_____

_____

Dauer der Krankheit	von:	bis einschl.:

Aus meiner ärztlichen Sicht liegt eine **erhebliche** Beeinträchtigung des Leistungsvermögens vor (Prüfungs- stress, Examensangst, Schwankungen in der Tagesform, u. ä. sind <u>keine</u> erheblichen Beeinträchtigungen).

_____ _____

Datum / *Date* Praxisstempel und Unterschrift / *Doctor's stamp and signature*

Information for students:

The medical certificate must be submitted to the Student Services immediately in the event of incapacity to take an examination due to illness, i.e. usually on the day of the examination or the day after at the latest. The medical certificate must be based on an investigation that was generally carried out on the day of the missed examination.

Please note that if several examinations are missed during an examination period, the reasons for each individual absence must be reported immediately after the respective examination and not only after all missed examinations have been completed. However, if it is already known when the certificate is issued that several examinations will be missed within the period of incapacity to take the examination, the excuse for all examinations concerned must be submitted together in advanced. If you take examinations during the period of a certified illness this will be considered as the end of your inability to take examinations. Any subsequent recurrence of illness must then be documented by a further medical certificate, even if the first certificate covered the relevant examination dates.

Extract from the 20th activity report of the State Commissioner for Data Protection (pursuant to Art. 30 (5) of the Bavarian Data Protection Act)
Reporting period 2001/2002 – from December 2002

The question of proof of incapacity to take examinations due to illness was dealt with by the then Bavarian State Ministry for Education, Culture, Science, and Arts in a letter dated 20 December 1993 No. X/4 – 6/185 592 in consultation with the State Commissioner for Data Protection with the following result:

> *"The medical certificate must describe the current illness-related physical, mental and/or emotional dysfunctions that are also relevant to the examination in such a concrete and comprehensible way from a medical point of view that the examination board can conclude whether the candidate was actually unable to take the examination on the day of the examination. This means that in case of outpatient or other general practitioner treatment, the medical certificate must clearly state the obstacles to taking the examination. e.g. necessary bed rest, objective inability to go to the examination venue without significant discomfort or without worsening the symptoms of the illness and/or to take the examination there, or similar. The certificate need not contain a medical diagnosis. At the end of the certificate, the doctor should state whether, from a medical point of view, he assumes that the candidate is unfit for the examination."*

These requirements for the content of a medical certificate as proof of incapacity to take an examination are based on case law. The Federal Administrative Court has clarified that a medical certificate that is limited to certifying that the candidate is unfit to take an examination is not sufficient for the assumption of incapacity to take an examination. It is not the task of a doctor to determine incapacity to take an examination. Examination incapacity is a legal term. Whether the requirements for this are met is a legal question that the examination board and – if necessary in the context of a legal dispute – the court must answer on its own responsibility on the basis of the findings to be made available to it by the medical expert.