

First and last name:.....

Date: .....

SGH ID number:.....

## DECLARATION PERTAINING TO ..... LANGUAGE

Please mark only one of the grey boxes below with an X. If the document is not filled out correctly or completely, option 1 will be assumed. The document must be submitted along with mobility documents to the Dean’s Office of Undergraduate Studies. If this document is not submitted by the student, option 1 will be assumed.

### I HEREBY DECLARE THAT:

1

In the course of my semester abroad I do not wish to have my grade from language course transferred, which will require me to complete the SGH language course normally in the designated semester of studies after my return to SGH. I understand that I need to contact the SGH Foreign Language Office (CNJO) to register for the language courses.

[When this option is chosen, language courses are not included in the student’s declaration for semester abroad; and if they have been included, they must be deleted. The student must report to CNJO to sign up for the language course]

For students, who will NOT be in the final semester of their SGH language course during their semester abroad

2

During my semester abroad, I would like to transfer my language course grade and I hereby confirm I will apply to the Dean through SGH Foreign Language Office (CNJO) using a relevant form asking for my grade to be transferred (this document should be submitted to CNJO in proper form before the mobility begins). If such a document is not submitted in time or at all, the Dean may decide to assume option 1.

For students who will be in the last semester of their SGH language course during their semester abroad (the course ends with an exam)

3

I would like to transfer passed exercises of my language course during the semester abroad and **I would like to take the final language exam at SGH during my semester abroad**. Therefore, I understand I am obliged to apply to the Dean through Foreign Language Office (CNJO) using a relevant form asking for transferring passed exercises of my language course (this document should be submitted to CNJO in proper form before the mobility begins). If such a document is not submitted in time or at all, the Dean may decide to assume option 1. By choosing this option (no. 3), I understand that: (a) my absence during the exam caused by the mobility is not an argument for extending my exam session (taking the exam later); (b) not participating in or failing the exam is treated as failing the course, which requires the student to apply for conditional registration (along with the required fee for repeated courses). I understand I am obliged to inform SGH Foreign Language Office (CNJO) about the date (i.e. semester) in which I will be taking the exam, in line with this declaration. Misinforming CNJO may result in my failing the course and the need to apply for paid conditional registration.

4

I would like to transfer passed exercises of my language course during the semester abroad and **I would like to take the final language exam at SGH after my return, but in the semester other than the semester of my mobility (deferral of exam completion)**. Therefore, I understand I am obliged to apply to the Dean through Foreign Language Office (CNJO) using a relevant form asking for transferring passed exercises of my language course (this document should be submitted to CNJO in proper form before the mobility begins). If such a document is not submitted in time or at all, the Dean may decide to assume option 1. I understand I am obliged to inform SGH Foreign Language Office (CNJO) about the date (i.e. semester) in which I will be taking the exam, in line with this declaration. Misinforming CNJO may result the grade not being approved, if the exam date is different than specified in this declaration.

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Student’s signature