



Examination Before a Committee - What Now?

How many attempts do I have in total?

Five, also for NAWI Graz studies. Deviating from this, in the teacher training degree programme (Lehramt) you have four attempts, respectively three repetitions. There is a sixth attempt for the final exam after successfully finishing all other exams in a study program.

What are the possible consequences?

If you fail the last exam attempt, your admission to this degree programme expires and you are excluded from any degree programme at the university where this exam is compulsory.

When does an examination before a committee take place?

From the fourth attempt respectively the third repetition of an examination which is conducted in the form of a single examination procedure (= VO) onwards, the examination is compulsorily subject to an examination before a committee. If you apply for it, it can also be subject to an examination before a committee from the third attempt respectively the second repetition.

Why was I graded negative?

Within six months after the announcement of the grade, you can request to view the examination documents and, in the case of a negative assessment, a written explanation. By the way, this applies to all examinations, not only to examination before a committee!

I feel unfairly treated, what can I do?

Examinations before a committee are designed to protect students - multiple examiners assess your examination performance. It is not possible to appeal against the assessment of the content, but only against any serious faults in the conduct of the examination and only if the grade is negative. The application for this must be made

within four weeks after the grade has been announced, so get in touch with us immediately in this case. In the case of oral examinations, you can also take at least one person of trust with you, depending on room or technical restrictions, even more than one.

Is the examination before a committee always oral?

The examination mode (oral and/or written) is identical to the previous examination attempts, unless otherwise stated in the course description and, if applicable, in the first exercise unit. Any written part will be corrected by all selected examiners.

How can I prepare for the exam?

Ask your study representatives (Studienvertretung), they often have a collection of exam questions and further study materials or tips from others who have already taken the exam. Study groups and a consultation with the examiner are also usually a good idea.

I have more questions. Whom can I contact?

If you have exam nerves or similar, the Psychological Counselling Services for Students (Psychologische Studierendenberatung) can help you. For questions about study law and other issues, you can contact us at bipol@htugraz.at.

