On the grounds of the Course and Examination Regulations (OER in Dutch) of Leiden Law School, under certain conditions and at the student’s request, a student may retake one exam that has already been passed with the grade of 6.0 or higher.

The conditions are mentioned in Article 4.1.8 of the Course and Examination Regulations on the Student website > Organisation > Rules and regulations > Faculty and study regulations on the Law tab.

The highest grade counts.
Retaking an exam that has already been passed is always done at the regular retake exam of the course component in question in the same academic year. It is therefore not possible to make other arrangements with the relevant Course Coordinator.

Would you like to retake a passed exam? Then fill out this form and send it via your uMail to OIC@law.leidenuniv.nl. You will be notified as soon as possible whether your request has been accepted or rejected in your uMail.

Deadline for submitting the request form:
This request form has to filled in, signed, and emailed to the OIC no later than 20 days after the announcement of the examination result in uSis. (Example: If your grade has been processed in uSis on 5 May, you can submit your application form up to and including 25 May.)

Student information:
Name :__________________________________________________________
Student number :|___|___|___|___|___|___|___|
Master’s programme/specialization :___________________________________

My request concerns the following course:
Course :__________________________________________________________
Course number :__________________________________________________________
Grade (first attempt) : _________ Obtained on date ___ /___ /_______
Date retake : ___ /___ /_______

I hereby request the OIC to discard the above obtained grade from my list of results and grant me permission to participate during the retake. Upon receiving permission I will have made use of my one opportunity to retake an exam that has already been passed.

Date signature: __________________________ Signature: __________________________(student)

v23092022