On the grounds of article 4.1.8.1 in the Course and Examination Regulations (OER in Dutch) of our Law Faculty, under certain conditions and at the student’s request, the student may retake one exam that has already been passed with a 6.0 or higher. A retake is possible for selected course components only, and only:
- if the student has passed the exam of a certain course component at the first attempt, and
- if this first attempt took place during the first examination period in the academic year.

The resit must be done during the second examination period of the course component in question in the same academic year. (Cf. art. 4.1.1) It is not possible to make other arrangements with the lecturer.

Keep in mind that that the last grade counts, even if you do not pass the resit. The previously obtained ECTS will be discarded.

Please note: if you don’t pass the resit of a passed exam, you aren’t entitled to an earlier individual retake examination for that course within the meaning of art. 4.8 of the Examination Rules and Regulations.

Do you meet the above criteria and do you want to retake a passed exam? Then fill out this form and send it to OIC@law.leidenuniv.nl, at the latest on the 20th calendar day after the publication on uSis of the exam result in question. You will receive the permission or rejection of your request as soon as possible in your uMail.

Student information:

Name: __________________________________________________________

Student number: |___|___|___|___|___|___|___|

Masterstudy/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. I am aware of the fact that partaking in the resit means that this last grade counts, even if I do not pass the retake. When given permission I made use of my one opportunity to retake an exam that has already been passed.

Date signature: __________________________________ Signature: ________________________________(student)

☐ Student has send a scan of ID in e-mail?
☐ Mail to student for confirmation?