# Application for dispensation for required teaching and knowledge dissemination hours

*Please fill in the form (in Danish or English) and email it to* [*phd@health.sdu.dk*](mailto:phd@health.sdu.dk)*.*

**Please note:** you cannot apply for a dispensation unless there is less than 6 months left before your submission date.

| **Basic information** | |
| --- | --- |
| Student name |  |
| Main supervisor |  |
| Department | Please choose |
| Enrolment start date | Please choose |
| Current enrolment end date | Please choose |

| **Completed teaching hours** | |
| --- | --- |
| How many hours have you completed?  *Please make sure that this corresponds to the hours entered into the web portal* |  |

|  |
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| **What have you done to obtain teaching hours?** |
|  |

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| **Why are you unable to obtain the required number of teaching hours?** |
|  |

| **Signatures** | |
| --- | --- |
| PhD student | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date and signature |
| Main supervisor | I, the main supervisor, hereby confirm that it has not been possible to find any more relevant teaching opportunities for this PhD student  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date and signature |
| Head of administration (Institut sekretariatsleder) | I, the Head of Department administration, hereby confirm that   * it has not been possible to find any more relevant teaching opportunities for this PhD student * The department has no further relevant teaching hours available for this PhD student   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date and signature |