

Requirements for medical certificates used when applying for access arrangements

Formal requirements

The certificate should be:

- **comprehensible to medical laypersons**
- **not older than three months**
- **stamped, dated and signed** by the medical practitioner¹

What the medical certificate should indicate

- **A description of the condition (impairment or chronic or mental illness)** according to the *International Statistical Classification of Diseases and Related Health Problems (ICD-10)*
- An **indication of the severity** of the condition
- The **onset and expected duration** of the condition
- **A description of the ways in which the condition affects**, specifically, the student's ability to sit examinations, complete internships or practical modules, write term papers, dissertations or theses or generally go about their university studies
- **A description of which access arrangements are recommended** from a medical point of view

Examples:

- Extra time in exams (please state the percentage)
- Separate exam location (how many people can be in the same room at most)
- Deadline extension for written assignments and/or the dissertation or thesis
- Adjustments to the exam format (e.g. individual examination instead of group examination in oral examinations)
- Adjustments to mandatory course attendance

Other documents

- If available: **Confirmation letters from previously attended schools or universities** showing that access arrangements have already been granted
- If available: **disability card, other certificates or doctor's notes/medical certificates**

¹ In the case of dyslexia, a current certificate (not older than three months) from a psychiatrist, child and adolescent psychiatrist (up to the age of 18, in certain cases up to the age of 21 and beyond), licensed child and adolescent psychotherapist (up to the age of 21), therapist who has proven special experience in the field of learning therapy or dyslexia, or from practices for reading and spelling therapy (for the University of Passau, the certificate can be issued by a psychologist from Vilshofen: www.marta-terron.de)