Kraków, on …………………………. *(date)*

……………………………………………………………

Student’s name and surname

…………………

No. of Student album/register

…………………………………………………………………………………….………

Field of study/study major; form, mode, and semester of studies

…………………………………………………………………………………………….

Address for correspondence

**To ………………………..…….………………………,**

**Director of the Institute of ………..………………**

**…………………………..…………………… College**

**Cracow University of Economics**

Pursuant to Article 21 clause 2 of the Study Regulations of the Cracow University of Economics, in my capacity as year prefect (class president) for the study major of.........................................................., I kindly request **for the exam date to be set for the following subject(s)**:

1. …...................................................................................., taught by …...................................................................
2. …...................................................................................., taught by …...................................................................
3. …...................................................................................., taught by …....................................................................

Please be informed that no date has been set for the above subject(s), within the deadline provided for in the study regulations, for the following group(s) ….................................................................................................................

Yours sincerely

……………………………………………………….

**Setting the date for the course exam**

Regarding the application by: …………………………………………….. (dean’s group)

of: ………………………………….. *(date)*

**Information filled in by the Dean’s Office staff:**

….................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................

…………………………………… ………………………………………………………..

(*date*) (*signature and stamp*

 *of the Dean’s Office employee)*

**DECISION OF THE DIRECTOR OF THE INSTITUTE**

According to Article 21 clause 2 of the Study Regulations of the Cracow University of Economics

* **I SET THE EXAMINATION DATES in the following subject(s)/course(s):**
1. …............................................................................................ to …............................................. (date)
2. …............................................................................................ to …............................................. (date)
3. …............................................................................................ to …............................................. (date)
* **I DO NOT SET THE EXAMINATION DATES in the above subject(s)/course(s):**  **–** subject to the followingjustification:

…………………………………………………………..…………………………………………………..……………………………………………………………

…………………………………………………………..…………………………………………………..……………………………………………………………

…………………………………… ………………………………………………………..

*(date) (signature and stamp of the Director of the Institute)*