

## Examiner at the IT University

Dear examiners,

We have gathered all relevant information regarding exams on [our website](#). Please see the section below for a convenient overview.

**Catering** – what can be picked, when to pick it up, and how.

**Exams** – general information about intended learning outcomes, exam forms, and systems and platforms.

**External examiner report** – external examiners must provide a report on the exam once the exam has ended.

For external examiners from the IIM body of external examiners, a form is sent automatically to the external examiner.

External examiners from the Datalogi body of external examiners must [fill out this form](#) and send it to [sap@itu.dk](mailto:sap@itu.dk) as quickly as possible after the exam.

**Grading** – for information on how the 7-grade scale and grading in unusual cases, including administrative grades.

**Reimbursement and remuneration** – overview of existing hour norms and administrative steps to receive your remuneration.

**Transport and overnight stay** – for information on what expenses regarding transport and accommodation we can reimburse, parking license, etc.

If you have any questions regarding your exam, feel free to reach out to [sap@itu.dk](mailto:sap@itu.dk). We are happy to help answer your questions.