

Directive on Medical Certificates Submitted to EPFL

LEX 2.6.4

1st January 2003, status as at 1st January 2025

The Direction of the Ecole polytechnique fédérale de Lausanne,
based on Articles 10 and 23, para. 4 of the [Ordinance on study evaluation at EPFL of 30th June 2015](#) (RS 414.132.2), Article 21 of the [Ordonnance concernant l'admission à l'Ecole polytechnique fédérale de Lausanne of 8th May 1995](#) (RS 414.110.422.3),
based on Art. 4, para.1 letter a of the Ordinance on the Organisation of the Ecole polytechnique fédérale de Lausanne,
hereby adopts the following:

Article 1 Scope

¹ This directive sets the conditions under which a medical certificate is taken into consideration by EPFL to justify the interruption, repetition and postponement of examinations or failure to sit an examination.

² This directive shall apply to:

- CMS exams,
- admission exams,
- Bachelor and Master exams,
- PhD exams,
- doctoral programme exams,
- continuing education exams.

Article 2 Terms

¹ Where a medical certificate is submitted during an exam session when the student has already been given insufficient marks on subjects for the exam session in question, the Associate Vice President for Education, or respectively the Associate Vice President for Doctoral and Lifelong Education may decide that the exam session has been failed.

² Submission of a medical certificate after the exam shall be inadmissible unless the certificate attests a sudden illness which occurred during the exam without any significant precursory symptom or symptom to justify interrupting the exam due to an inability to sit the exam.

³ Where students decide to sit an exam in spite of ill-health, they shall be considered as having accepted this condition and the risk it involves. No medical certificate shall be considered in such a case, except for the student's lack of capacity of judgment.

⁴ Students who assert a medical impediment shall immediately notify the Registrar's Office and submit a medical certificate latest within three days following the occurrence of the reason for interruption. The Registrar's Office shall ask the student to sign an authorisation to release the student's attending doctor from medical confidentiality in relation to the EPFL's medical adviser.

Article 3 Medical Adviser

¹ The Associate Vice President for Education, or respectively the Associate Vice President for Doctoral and Lifelong Education, may submit the medical certificate to the EPFL's medical adviser, together with the patient's authorisation to release their attending doctor from medical confidentiality. The attending doctor is informed accordingly.

² The medical adviser's task is to check the medical certificate, in particular to assess whether the illness or accident entails an inability for the student to sit the exam.

³ The medical adviser submits the findings of this assessment to the Associate Vice President for Education, or respectively the Associate Vice President for Doctoral and Lifelong Education, as soon as possible. If the impediment attested by the medical certificate is not confirmed, the medical adviser shall submit a response in writing.

⁴ The medical adviser only submits to the Associate Vice President for Education, or respectively the Associate Vice President for Doctoral and Lifelong Education, those elements required to decide on the merits of the asserted impediment and justify this decision. In so doing, the student's personality rights are observed.

⁵ The medical adviser shall not be part of EPFL and shall assess the case with complete independence.

⁶ Based on the medical adviser's report, the Associate Vice President for Education, or respectively the Associate Vice President for Doctoral and Lifelong Education, shall decide whether to take into account the medical impediment asserted by the student and its consequences in relation to the exams.

⁷ Should the medical adviser be unable to decide based on the information available, the student may be submitted to a medical examination.

Article 4 Students' Rights and Obligations

¹ Students whose medical assessment must be checked shall submit, if so requested by the Associate Vice President for Education, or respectively the Associate Vice President for Doctoral and Lifelong Education, or by the medical adviser, to a medical examination by the medical adviser.

² The medical examination performed by the medical adviser shall not entitle to reimbursement of any expenses incurred by the student.

³ EPFL shall bear the costs of the medical adviser.

⁴ Students shall bear the costs of any medical certificates which they submit.

Article 5 Secrecy Obligation

Any EPFL member who acquires knowledge of the facts involved in a medical assessment procedure is bound to secrecy.

Article 6 Medical Data Processing

¹ The medical record is either kept by the medical adviser or handed to the Registrar's Office, in a sealed envelope in the latter case. The envelope shall bear the student's name and state "Medical Record".

² After the end of the procedure, only a doctor may open the envelope mentioned in § 1 above.

³ In case of deregistration (exmatriculation), students may reclaim the medical record kept by the Registrar's Office.

Article 7 Entry into force

This directive entered into force on 1st January 2003, and was revised on 25th January 2021 (version 1.5) and on 1st January 2025 (version 1.6).

On behalf of the EPFL Direction:

President:
Anna Fontcuberta i Morral

Director of Legal Affairs:
Françoise Chardonens