



Application for Recognition of Academic Achievements

This application form has to be handed in to the chairman/chairwoman of the examination board; handing in a complete application form including all required documents is a prerequisite for any swift processing of your application. **In case you are applying for being admitted into a higher semester, please always attach the additional page(s) of the application form as the admission to a higher semester can only be certified there.**

Title:	<input type="text"/>	Surname, Given name	<input style="width: 100%;" type="text"/>		
Student ID #:	<input type="text"/>	E-Mail:	<input style="width: 100%;" type="text"/>		
Study programme:	<input type="text"/>	Final degree:	<input type="text"/>	Exam regulations:	

Achievements to be recognized:

to be filled by Ulm University
(the applicant may already fill in examination numbers and areas)

Application number: When handing in more than one application form, please make sure to indicate the correct number on all subsequent pages that belong to this form. The number 01 will be set automatically on all forms.

The following achievements have been completed (module/exam)

	Recognition						Denial/Reasons		
	Grade/CP/workload	Yes/No	Exam number	in area (compulsory elective, specialisation, core subject, etc.)	Grade	CP	significant difference in acquired competences	incomplete documents	to be decided later
	Grade								
	CP								
	WL								

In case you stayed abroad:

- for any stay abroad with a duration of less than 4 weeks, please fill in "0 months"
- please hand in a separate application for every stay abroad
- when handing in more than one application, please use ascending, continuous numbers on your forms
- do not forget to fill in the correct number on your additional pages for each application!

Mobility programme (z.B. Erasmus, free-mover, etc.):

Country:

Begin:

End:

DUR:

Total of CPs achieved abroad:

Please attach the following documents:

- Transcript of Records (English/German)
- Module descriptions
- if applicable: grading scheme
- if applicable: learning agreement (after exchange)

The student shall fill in the form and send it to the chairman/chairwoman of the examination board by e-mail. A signature is not required. Thus, the chairman/chairwoman will be able to fill in the form digitally, print and sign it.

If allocations to certain areas are not done by the chairman/chairwoman of the examination board, the responsible person for allocations may already sign the respective allocations under "in area" before the recognition is finally approved by the chairman/chairwoman of the examination board.

The form and the letter in which the examination board declares its approval or denial of the application will be sent to the student. Simultaneously a copy will be sent to the examination office.

Date, Signature Chairman/Chairwoman of the examination board