

TRANSFER REQUEST

Document to be submitted to the recognition office of the new degree programme

Last name, first name:

Applicant/matriculation number:

Previous degree programme:

New degree programme:

Previous institution of higher education:

The following supporting documents must be enclosed and are essential for recognition!

- Transcript of records
- Excerpt from the module handbook

Date, signature

Student

I hereby apply for recognition of the following assignments, credits, performances from my previous duration of studies

To be completed by the applicant							To be completed by the head of the Recognition Office at Aalen University of Applied Sciences			
Previous degree programme				New degree programme						
Designation of previous assignment, credit, performance	WCH	CP	mark (UK), grade (US)	Module no. According to curriculum	Name of new assignment, credit, performance According to curriculum	CP	Subject No. According to curriculum	mark (UK), grade (US)	recognition	
									Yes	No*

*Reason for rejection must be stated: (enter number in "No" column)

1. Contents do not correspond to the new degree programme
2. Scope does not correspond to the new degree programme
3. Other (please provide separate justification)

Date, signature

Head of the Recognition Office