

**Application for recognition of an academic achievement\*** (study and performance record)

*\*please fill in separately for each achievement to be recognized*

**in the degree programme**.....

(please indicate major subject and if applicable minor subject)

Bachelor

Master

Surname, Forename: .....

Matriculation (Student) No.: .....

E-Mail: .....

I hereby request the recognition of the following achievement: (Please enclose proof and module description).

Academic achievement:

in German: .....

in English: .....

University / Tertiary Education Institution: .....

against the background of the degree programme: .....

CP: ..... Grade: ..... SWS: .....

Type of achievement:  Scientific term paper  Exam  Report  Other: .....

The achievement should be credited in the  main subject  minor subject.

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Place, Date and Signature of the student

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Please submit the application to the Examinations Office. Further processing takes place there.

**Examination by the specialist lecturer**

The rendered achievement can be recognized for the module ..... with ..... CP and the grade..... .

The rendered achievement cannot be recognized. Please include a justification on the back.

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Date and signature of the specialist lecturer