

Date application received by the public authority	Ref.:
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Application for credit transfer from previous studies or professional experience

First name and surname		Civic registration number
Telephone number	Email address	
Study programme/course and department:		
Year in study programme:	My studies started (term and year):	

I would like credit transfer from the following course/module:

Course/module name:		
Course code:	The course's higher education credits:	Higher education credits I would like transferred:

The application is in respect of earlier university/other studies (complete A)

If the application is in respect of earlier university/other studies, the following are to be appended:

- Transcripts and certificates from Ladok or attested copies of cited qualifications.
- Syllabus and list of study resources for the earlier studies.

The application is in respect of professional activity (complete B)

If the application is in respect of professional activity, the following are to be appended:

- Signed certificates/testimonials (e.g. contract of employment or similar).
- Details of cited qualifications and basis on which said qualifications can be credited.

A

I previously studied the following course/courses (course names, codes and highlighter education credits):
I studied the course/courses at the following higher education institution(s):
I append the following documents:

B

I have the following professional experience:
I append the following documents:

Signature

Place and date	Applicant's signature
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To be completed by the university

DECISION:

Granted

Partially granted¹

Not granted¹

Details of, and reasons for, the decision are to be appended

Rapporteur, signature

Decision-maker, signature

Name in block letters, date and position

Name in block letters, date and position

This form is to be sent to the registrar: registrator@uniarts.se or The registrar, Stockholm University of the Arts, Box 24045, SE-104 50 Stockholm.

¹ **Appeal information:** The decision can be appealed. Your appeal must be in writing. You must state what you would like changed in the decision and your reasons for this. Appeal lies to the Higher Education Appeals Board, but the appeal document is to be sent to: Stockholm University of the Arts, Box 24045, SE-104 50 Stockholm; or, registrator@uniarts.se. The appeal must be received by the university within three weeks of your learning of the decision.