



Request for Recognition of Study Achievements and Assessed Academic Work

Last name

First name

Student no.

I hereby apply for recognition of the following study achievement or assessed academic work:

Study achievement (Name of the course you wish to have recognised)	
Institute	
Degree programme	
Grade & credit points acquired	

for the following OME module / OME course:

Module / course	
Assessment Type (exam, presentation, assignment)	

Please attach your grade transcript and module description of the study achievement you wish to have recognised, including:

- Lecturer's name and degree
- Scope of the course and expertise acquired
- Date, grade, credit points acquired

Lecturer's Recommendation*

I recommend the recognition of this study achievement or item of assessed academic work		Further Comments	Date, Signature
YES	NO		

Decision of the Chairperson of the Examination Board

The study achievement or item of assessed academic work is recognised		Further Comments	Date, Signature
YES	NO		

* Not necessary in case of change within the Major or Minor module.