



Landshut University of Applied Sciences
Am Lurzenhof 1
84036 Landshut

To the Student Service Centre

Application for recognition of academic achievements in the Studium Generale

Please note the back - including your personal signature!

I apply for recognition of the following service from

1. another degree programme
2. further vocational training
3. from a VHB course

For 1. and 2.: Name, city and country of the university / institution:

Achievements in the proven degree programme/further education:			
Module name / name of the subject with official English translation	ECTS	SWS /Total number of hours	Grade / Evaluation

According to our own review, the work already completed is comparable to the coursework at Landshut University of Applied Sciences in terms of both content and time:

Study achievements applied for in the new degree programme:			
Module name	ECTS	SWS	Grade / Evaluation
General studies	2	2	

To be completed by the university:

Decision of the faculty		
We recommend recognising this module as part of the SG.	YES	NO
Reason for rejection:		

Place, date and signature of the PK Faculty _____

Decision of the PK Studium Generale		
This module is recognised in the Studium Generale.	YES	NO
Reason for rejection:		

Place, date and signature of the PK Studium Generale _____

ATTENTION!

Please complete one application form for each achievement to be recognised.

The application must be accompanied by

- Written proof (usually a copy of the certificate, confirmation of grades from the relevant institution)

- Detailed description of the contents taught (usually a detailed course description with exact details of scope and content, e.g. the module description).
Self-written course descriptions cannot be recognised.

- Transcript of Records: A "Transcript of Records" is a data transcript that lists all of the student's achievements in an easily understandable and comprehensive form so that it can be easily transferred to another university.
 - The Transcript of Records contains the following information:
 - all completed examinations,
 - the ECTS points achieved,
 - the (national) examination grades,
 - and the ECTS grades.

The applicant is aware that only complete applications with the above enclosures can be processed and that recognised work completed outside Landshut University of Applied Sciences will be marked accordingly on the degree certificate (e.g. with the addition "Work completed outside the university").

Place, date

Signature (applicant)