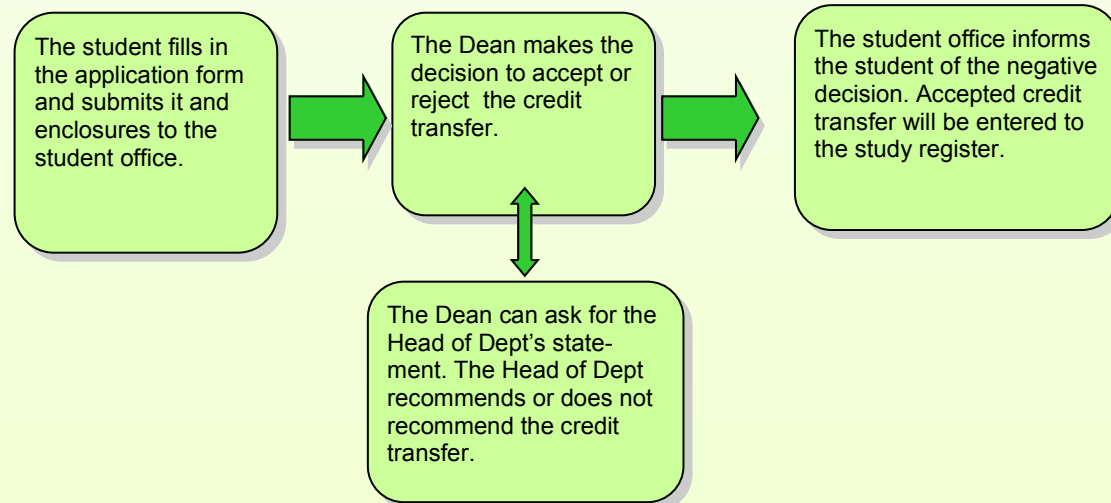


## Student's instructions for applying credit transfer for corresponding studies

1. See the description of study units and study entities in the Study Guide. If you have completed a corresponding study unit in some other institute of higher education, you can apply for credit transfer. You can discuss the possibility of credit transfer with a teacher of the study unit, if need be.
2. Fill in [Application for credit transfer](#) in which you write down the information of the study unit you are applying the credit transfer for and of the corresponding study unit.
3. Enclose a certificate and description of the study unit /studies you have completed in some other institute.
4. Submit the application and the enclosures to the student office
5. Accepted corresponding study units will be entered to the study register. The student office will send you information of a negative decision.

### Application process step by step in credit transfer for corresponding studies



The Dean/Head of Dept can propose a partial credit transfer. A partial credit transfer belongs to RAPL process and it can be applied with [RAPL-form](#). (RAPL= Recognition and Assessment of Prior Learning)