

Application for recognition of academic achievements completed abroad

Degree program: _____

Surname, first name: _____ Student ID: _____

Recognition of achievements completed at (name of university/institution; please attach Transcript of Records):

To be recognized at HGU as:

Course / module taken abroad	ECTS	Grade

Title of equivalent HGU module or recognized achievement	Sub-component of a module	ECTS	Grade HGU grade conversion scale	Signature Module Coordinator/ Head of Program	Signature Chair of Examination Committee

Student signature

Total ECTS or workload

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Surname, first name of student: _____

Student ID: _____

To be filled in by the student

Host country

Duration of study-related stay
abroad in months

(please round down to whole number of months)

(enter number)

or < 1 month

(tick if applicable)

Type of stay abroad:
(please select one)

**01 study
stay**

02 internship

03 other study-related stay abroad
(e.g. summer school, excursion)

Type of mobility program¹:
(please select one)

**01 EU program
Erasmus+**

**02 other national or international
program**
*(exchange with partner university of HGU and/or
scholarship, e.g. granted by DAAD, PROMOS,
Auslands-Bafög (= state study grant),
foundation)*

**03 other non-funded
program**

**04 no program,
self-organized stay**

¹In case of a combination of EU funds and national funds, EU funding must be given priority, e.g. Erasmus+ and Auslands-Bafög

To be filled in by the Chairperson of the Examination Committee

Total recognized ECTS credits earned abroad

or

Total recognized academic achievements completed abroad (no ECTS credits)
(e. g. workload)

Name of Chairperson of the Examination Committee

Date, signature and stamp of the Chairperson of the Examination Committee