



Application for transferring course credits
COURSES, SECOND CYCLE

Application received: _____

Application about transferring course credits from the first cycle to second cycle studies.
 Application concerns one course or module of course per application.

Grey fields are filled out by the university.

The course is included in the qualifying degree YES NO
 NOTE! Normally courses from the qualifying degree cannot be included in a second cycle degree. For more information contact your study counselor.

Attachment	REF
<input type="checkbox"/> Course syllabus including list of literature current at the time of doing the course	
<input type="checkbox"/> Transcript of completed course(s).	

Name	Matriculation number (YYYYMMDD-NNNN)
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Student E-mail	Telephone number
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I have completed

Specify the course/module of the course you have completed earlier

I want it transferred as

Specify which course/module of course you want it transferred as

Course name or module		Course name or module	
Course code	Credit points	Course code	Credit points
University			

One course/module of course per application. Only courses/parts of course included in the application will be considered.

Signature

I attest that I have read the information on both sides of this form.
 I attest that this course has not been transferred previously.

Date	Signature
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**EXAMINER'S ASSESSMENT**

In case of rejection in part or in full, contact the education administration at your department

- The application of transference should be approved

Date, examiner signature, printed name, title

DECISION OF THE DEPARTMENT

- Transference has been approved

Decision by

Signature

City and date

Printed name and title

INFORMATION

Transferred course/module of course is not graded but will receive the mark of TG (credited) in the study administrative system, LADOK, and the diploma.

Turnaround

Luleå University of Technology will process the application for transference as simple, fast, and cost-effective as possible without compromising legal certainty, according to the Administration Act (2017:900), from the receipt of complete application.

Processing of Personal data

The university complies with the General Data Protection Regulation (GDPR). Luleå University of Technology is responsible for all processing of personal data within its operations. This web page describes how your personal data is processed at the University:

[ltu.se/student/Tjanster-och-service/Blanketter/Tillgodoraknande?l=en](https://www.ltu.se/student/Tjanster-och-service/Blanketter/Tillgodoraknande?l=en)

Universitetets anteckningar

Registrerat i Ladok

Expedierat beslut

For more information go to www.ltu.se

Credit order at Luleå University of Technology, Re-beslut 2020-05-04, dnr 560-2019.