



MALMÖ UNIVERSITY  
Faculty of Culture and Society  
Faculty of Technology and Society

Send application to:  
Malmö University  
Attn: Registrar  
S-205 06 Malmö, Sweden

Date of arrival

Document number

## Application for credit transfer for *completed course or course module*

Name (first and last)	Personal identity number
Street address, postcode and city	Phone
E-mail address	Study programme (or course) and year of admission

**I hereby apply for a credit transfer and I wish to be exempt from taking the following course at Malmö University.** For *course module*, please state course code, name and examination code.

Course code	Course name	Credits

**My application is based on the following course/courses that I have previously studied.**

For *course module*, please state course code, name and examination code.

Course code	Course name	University	Credits

**Please note:** A transcript (certified by the issuing university), syllabus and reading list must be attached for courses you are referring to. Additional information might be required upon request.

Date	Student's signature
_____	_____

### To be filled in by the university:

DECISION  Application approved  Application approved *in part*  Application rejected  
 Reasons for decision, see appendix  Referral: \_\_\_\_\_

\_\_\_\_\_  
Signature, decision maker

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Date

Rejected application may be appealed under Chapter 12, Section 2 § of the Higher Education Ordinance. The appeal must be submitted to the Higher Education Appeals Board, Malmö University, S-205 06 Malmö and received by the university within three weeks from the day that you have been informed of the decision. Specify the decision you wish to appeal, how you think the decision should be changed and why.