

Degree programme _____

The application is for the

Bachelor's degree in technology/business

Master's degree in technology/business

Student

Family name	Given names	Student ID number
E-mail		Phone
Major subject/Programme/Specialisation		

Study module completed at another institute

University in which the studies were completed	
Name of Module	Workload (e.g. credits)
The studies are included in another degree <input type="checkbox"/> Yes Degree: _____ <input type="checkbox"/> No	

Module requested to	<input type="checkbox"/> substitute the following subject/module in the degree: _____ <input type="checkbox"/> Be otherwise included in the degree according to the study plan
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Date

Signature of student

APPENDICES:

- * The student's individual study plan including all transferred credits in addition to those in this application. (NOTE: Business students do not submit a study plan as an appendix.)
- * Certificate of the study module (e.g. official transcript of records).
- * A study guide description or equivalent description of the studies.

The application including appendices is submitted to the faculty Study Affairs Services.

Statement by the teacher in charge (as applicable)

<input type="checkbox"/> I am in favour of the application as such.	_____
<input type="checkbox"/> I am partly in favour of the application	_____

<input type="checkbox"/> I am not in favour of the application	_____

Date

Signature of teacher

Decision of (head of) degree programme

<input type="checkbox"/> Approved	_____

<input type="checkbox"/> Approved with modifications (statement by teacher in charge)	
<input type="checkbox"/> Rejected	_____

Date

Signature of head/representative of degree programme

Date

Signature of presenting official

Decision given to the student on ____/____/____ by e-mail or otherwise, _____.

Handled by _____

Student dissatisfied with the decision may leave a written request for correction to the university.

Further information: www.lut.fi -> opiskelu-> ohjeet ja lomakkeet -> ohjeet -> opintojen ja osaamisen hyväksiluku

OR from the Study Affairs Services of the faculty.