

# Application for recognition of non-academic qualifications

Last name, First name: \_\_\_\_\_ Student number: \_\_\_\_\_

Address: \_\_\_\_\_ Student E-Mail: \_\_\_\_\_

Study programme: \_\_\_\_\_ Bachelor  Master

**Only applies to first-time or new students (1st semester):**  Classification in a higher semester  Stay in the 1st semester

This section must be completed by the applicant.							This section is completed by the university.		
No.	Module for recognition:	Title of qualification (e.g. Tax clerk)	Type of competence <sub>1</sub>	Provider: <sup>2</sup>	Version: <sub>3</sub>	Area of competence: (e.g. learning field: accounting)	Recognition	Grade	Signature of the lecturer
							<input type="checkbox"/> Yes <input type="checkbox"/> No		
							<input type="checkbox"/> Yes <input type="checkbox"/> No		
							<input type="checkbox"/> Yes <input type="checkbox"/> No		

Detailed information is attached to the application:  Yes  No

I hereby apply for the aforementioned modules to be credited at Jade University and confirm that all information provided is true and complete.

\_\_\_\_\_  
Date, Signature of the Student

\_\_\_\_\_  
Date, Signature of Dean of Studies

<sup>1</sup> Please select one or more types of competence: vocational training, further education/training or other.

<sup>2</sup> Please enter the institution where you acquired your qualification (e.g. IHK, HWK, etc.).

<sup>3</sup> Please indicate the current version of the framework curriculum or the period of your work here.

## Information for the Head of the Examination Committee/Dean of Studies

The decision on recognition is made at the discretion of the institution. In this case, substantial differences are not taken into account. If recognition is denied, the reasons must be provided in writing, explaining why the proven competences are not equivalent in content and level are not equivalent in content and level to the required examinations

To be completed by the head of the examination committee/dean of studies

- Yes, the service(s) will be credited.
- No, the service(s) cannot be credited, see explanation.
- The service(s) will be partly credited, see explanation.

**Explanation:**

\_\_\_\_\_  
Date, Signature of Dean of Studies