



Please fill this form with CAPITAL LETTERS!

APPLICATION FOR CREDIT TRANSFER
(Institutional ID: FI 58544)

Name: Neptun code:.....

Date of birth: Mother's name:

Address:

Email:

Study program:

Specialization: Mode of attendance: full-time* part-time*

Attached document(s):

Date:

.....

Signature

* Corresponding part to be underlined!

List of subjects requested to be recognized. (more list can be added)

Name of the already completed subjects			Name of the required subjects to be accepted		
Code of subjects	Title of subjects	Grade	Code of subjects	Title of subjects	Grade

When submitting a credit transfer request the student is obliged to hand in a certified copy of his/her **transcript/credit certificate** and **the course descriptions** certified by the higher education institution where the student was attended.

Code of Studies and Examinations of the University of Pécs:

54. § (2) Acquisition of certain knowledge content shall yield credit only on one occasion. Student performance having earned credit shall be recognised in studies pursued in any other higher education institution – provided that the relevant pre-requisites are met – irrespective of the higher education institution and the level of training at which it was obtained. **Recognition – based on the exit requirements specified in the programme of the subject (modul) concerned – shall exclusively be performed by way of comparing the knowledge content serving as the basis for the credit. The credit shall be recognised if it applies to an optional subject or there is a seventy-five percent overlap between the compared knowledge contents,** the competences that are the basis of establishing the credits value [knowledge, adaptation (partial) skills and further (partial) competences] based on the subject descriptions (syllabi). The CTC compares the knowledge based on the professional opinion of the course director.

(2a)* The case-by-case decision of the CTC shall applied for five years in case of requests regarding the same credit recognition. The positive decisions of the CTC and their validity shall be made public without containing any personal data for every teacher and student in the educational system and it shall be downloadable for the ES of other higher educational institutions.

(2b)* The CTC may recognise prior studies and work experiences not gained through informal learning or knowledge gained through learning resulting in qualification as the completion of academic requirements.

(2c)* In case the student has not yet completed the pre-requisites of the course accepted by the CTC has not had recognized them with the credit transfer, the recognized credit can only be registered in the ES if the student provides the Registrar's Office with proof of completion of the pre-requisites.

(3) If the student has previously acquired the required competences stipulated in the curriculum and can credibly certify it he/she does not have to fulfil the requirements again but may apply to the CTC for their recognition.

Until receiving the resolution on credit transfer, it is the student's obligation to attend the classes of the given subject.