



APPLICATION FOR TRANSFER FROM ANOTHER UAS/DEGREE PROGRAMME

| APPLICATION TO/FROM | |
|--|--|
| Degree programme at Arcada that I want to transfer to: Materials Processing Technology | I apply for transfer starting from: Autumn 2019 |
| Current UAS/university: | Current degree programme: |
| I have commenced my studies (registration date): | Number of terms present/absent Present: _____ terms absent: _____ terms |
| Number of credits according to the transcript: | Number of credits from ongoing courses: |
| PERSONAL DATA | |
| Family name and first name(s): | |
| Personal identity number: | Home municipality: |
| Street address: | Postal code and office: |
| E-mail address: | Phone number: |
| Mother tongue: | Language of previous education: Citizenship: |
| In what country have you completed your general upper secondary school syllabus/matriculation examination or vocational qualification: | |
| SIGNATURE | |
| <hr/> <div style="display: flex; justify-content: space-between;"> Place and date Signature </div> | |

NB! The following attachments are to be appended to this application:

- 1) Certificate of valid right to study
- 2) An official transcript of records
- 3) A list of any courses still missing from the transcript
- 4) Course descriptions
- 5) A motivational letter/statement regarding the reasons for the application for transfer
- 6) Copies of your senior secondary/high school certificates or vocational qualification diploma and
- 7) English language certificates

To be returned to:

Arcada, Admissions Services, Jan-Magnus Janssonin aukio 1, 00560 Helsinki

SUMMARY BY ADMISSIONS SERVICES

Registered credits:

Unregistered credits (ongoing courses):

Terms as present:

Credits/terms as present (incl. ongoing courses):

STATEMENT OF PROGRAMME DIRECTOR

Appr. _____ cr of the passed and ongoing courses can be included in an Arcada degree in the following way:

General studies: _____ cr

Basic studies: _____ cr

Professional studies: _____ cr

Extension studies: _____ cr

____/____ 2019
Date

Programme director

RECOMMENDATION

The application is sustained

YES

NO, motivation:

____/____ 2019
Date

Head of Student Services

DECISION

The applicant is granted transfer of UAS/degree programme

YES

NO

____/____ 2019
Date

Rector